

STATE OF COLORADO)
 COUNTY OF EAGLE)

SS.



AGENDA

CMD and CPOA Regular Board Meetings

May 18, 2018

9:00 a.m.

408 Carterville Road, Cordillera CO 81632

Board of Directors

Cordillera Metro District (CMD): David Bentley | Cheryl Foley | Kitty George | Gene McGuire

Cordillera Property Owners Association (CPOA): Ed Shriner, President | Mike Grier, Vice President | Rick Smith, Treasurer | Larry Brooks, Secretary | Jerri More, Assistant Treasurer/Assistant Secretary

Time	Item	Presenter	Page
9:00 a.m.	Oath of Office	Pogue	
9:10 a.m.	CMD Board Meeting Call to Order	George	
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Election of Officers		
	Approval of Consent Agenda Items (Action Requested: Approve of March 16, April 12, April 16, 2018 Meeting Minutes)		3
9:30 a.m.	CMD Agenda Items for Board Discussion and Direction		
	Director Appointment for Vacancy	Pogue	
9:45 a.m.	CMD Executive Session	Pogue	
	Executive session pursuant to Section 24-6-402(4)(b), C.R.S. (CMD) for the purpose of receiving legal advice regarding the litigation filed by CSMN.		
10:30 a.m.	CPOA Meeting Call to Order	Shriner	
	Declaration of Quorum/Director Qualifications/Disclosure Matters		
	Approval of Agenda		
	Approval of Consent Agenda Items (Action Requested: Approve of March 16 and April 12, 2018 Meeting Minutes)		15
10:40 a.m.	CMD Agenda Items for Board Discussion and Direction		
	Recognition of Service for Bob Egan, David Davies and Judith McBride	George	
10:50 a.m.	Public Comment	George Shriner	
	The boards welcome public engagement. Public comment is dedicated time for the public to speak to items listed on the meeting's agenda and other topics.		
11:05 a.m.	Joint Agenda Items for Boards Discussion and Direction		
	2018 Community Survey Preliminary Results	Birjulin	28
	Management Team Report	Oys	29
12:10 p.m.	CPOA Agenda Items for Board Discussion and Direction		
	Chili Cook Off	More	
	Philanthropy Sponsorships	More	
12:30 p.m.	CMD Adjourn	George	

Time	Item	Presenter	Page
12:30 p.m.	CPOA Executive Session Executive session pursuant to Section 38-33.3-308(4)(b), C.R.S. (CPOA) for the purpose to receive legal advice from general counsel and special litigation counsel with respect to pending litigation filed by CSMN and CCRs as applied to short term rentals.	Pogue	
1:30 p.m.	CPOA Adjourn	Shriner	

NOTICE IS HEREBY GIVEN that the Boards of Directors of the Cordillera Metropolitan District and Cordillera Property Owners Association of the, Eagle County, Colorado will hold a meeting. These meetings are open to the public.

2018 Meeting Schedule	June 15, July 20 (date will be changed), August 17, September 21, October 19, November 16, December 21 Note: All meetings are scheduled to begin at 9 a.m. in the large conference room of the Cordillera Administration Building at 408 Carterville Road, Cordillera, CO. Meetings will be cancelled when there are no time sensitive or substantive topics for Board discussion.
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BY ORDER OF THE DISTRICT
/s/ Kitty George, Assistant Treasurer/Assistant Secretary

BY ORDER OF THE ASSOCIATION
/s/ Ed Shriner, President

CORDILLERA METROPOLITAN DISTRICT
REGULAR BOARD MEETING MINUTES
FRIDAY, MARCH 16, 2018
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Regular Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Friday, March 16, 2018 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Judy McBride, President
Bob Egan, Treasurer
David Bentley, Secretary
Kitty George, Assistant Treasurer/Assistant Secretary

ALSO PRESENT

CPOA Board Members: Ed Shriner, Michael Grier, Jerri More, Rick Smith and Larry Brooks (via phone).

OTHERS PRESENT

Rachel Oys, general manager; Alan Pogue, legal counsel; Jaime Walker, communications manager; Tracy Stowell, office manager; Kirk Pliske, public safety director; Trevor Broersma, operations director; Joe Helminski, recreation director; Erin McCuskey, human resource manager; Clint Forstrom, assistant project manager; and Dominique Jones, equestrian center manager; Members of the public: Jane Roberts, Nukhet Saxby, John Warren, Enrique Grisoni, Ron Haynes, Margo Boyle, Nancy Brady.

CALL TO ORDER

Director McBride called to order the Regular Meeting of the Cordillera Metropolitan District at 9:02 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

All board members acknowledged receiving notice of the regular meeting at least 72 hours in advance. No conflicts of interest were noted.

Director McBride noted that Director David Davies resigned his position on the board earlier in March. His seat will be filled by appointment of the next board.

APPROVAL OF AGENDA

March 16, 2018 Regular Meeting Agenda

Director Egan moved to approve the March 16, 2018 Regular Meeting Agenda. Seconded by Director George.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the March 16, 2018 Regular Meeting Agenda.

APPROVAL OF CONSENT AGENDA ITEMS

February 16, 2018 Regular Meeting Minutes

Director Egan moved to approve the February 16, 2018 minutes. Seconded by Director George.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the February 16, 2018 Regular Meeting Minutes.

PUBLIC INPUT

Nancy Brady asked if the survey was going to be made available in a paper format. She also asked if there was a community meeting on March 2. General Manager Oys stated that with the survey length, complexity, and the added staff and consultant time to preform data entry, there were no plans to offer a paper version to property owners. She also offered property owners to contact her directly if there were any concerns. Director Shriner explained that representatives from the board will be hosting an informal coffee on March 20 at 9 a.m. for any member of the community who would like to talk with board representatives about current community issues.

Director Shriner announced that a second Strategic Planning Meeting was held where the chair, John Warren, presented a structure for a stakeholder meeting in July. The next meeting is April 4. Many of the members on the committee have strategic planning backgrounds.

Jane Roberts announced that she will be hosting a New Property Owner Welcome Committee meeting on March 20. She is looking for more volunteers to serve on the committee. The intent of the committee is to welcome new owners to the community. Communications Manager Jaime Walker will be sharing the new property owner packet from the CPOA with the committee.

Director More stated that it is a property owner to property owner committee; it is personal outreach not to replace with what the CPOA and The Club already provides to welcome new owners. She had previously talked to Suzanne Morgan with The Club and was informed that The Club membership director visits all new property owners.

CMD Director Bentley supports the efforts of the committee. He congratulated Nukhet Saxby on the success of the stitchery group.

Director Shriner sent an email to Communications Manager Walker to research which new Club members were also new property owners. This information will be important for the committee to know.

Nancy Brady stressed that short-term rentals are an issue. She stated that her friend is moving because of the short-term rental next door.

General Manager Rachel Oys shared that the boards will be discussing legal authority for regulations, registration fees and a potential sales tax at a future meeting. A firm that tracks rentals shared that 40 properties in Cordillera are frequently rented short-term.

CMD Director McBride explained that enclaves have covenants that restrict short-term rentals.

Director Shriner noted that in order for short-term rentals to be restricted, the CCRs and Bylaws would need to be changed. The most complaints come from properties that are regularly rented.

Nukhet Saxby asked if the gates could stop people from entering the community and if there was a record of vehicles coming and going.

Public Safety Director Kirk Pliske shared that there are cameras at each gate which record license plate numbers and vehicle type. If there is a problem, public safety can ask Vail Dispatch to pull vehicle information from state and federal databases. Homeowner information is collected when the transponders are issued. Public safety decides on a situational basis if it is something they can address or if law enforcement should be called.

John Warren shared that he was surprised to learn that there was no oversight regarding the enclave boards; that enclaves can do what they want regarding rental policies. He was concerned that there was not consistency with the CPOA.

Legal Counsel Alan Pogue explained that enclaves are subject to the master association CPOA bylaws and CCRs, however, can have more restrictive covenants. They are governed by their own board and therefore the CPOA does not have legal oversight. If there is a conflict, CPOA CCRs and bylaws govern.

Facebook.

CMD AND CPOA JOINT ITEMS

Management Team Report

General Manager Oys mentioned that the survey was posted to the website, emailed in a flash and a post card was sent to all property owners. Staff is verifying that only property owners are completing the survey. Another post card will be sent in the coming weeks. All property owners are encouraged to complete the survey. As of the meeting, over 115 people have completed the survey. The survey is intended to close April 6, but staff will monitor the response rate and keep it open longer if needed.

John Warren shared that the survey was discussed at the Strategic Planning Committee meeting as a critical data point for the stakeholder meeting in July.

CMD Director Bentley shared concerns about taking the survey in two sessions.

General Manager Oys clarified that participants cannot come back into the survey and see their previous answers; however, the data is kept on the back end. She stressed that once the survey is started, it should be completed in one sitting. She further explained that facilitating a PIN process would be a significant challenge. Staff previously issued PINs for other programs which became problematic to manage.

CMD Director McBride echoed this point, noting that PINs were issued for the directory.

CMD Director George wanted another flash to be sent encouraging people to complete the survey at one time. Director Bentley agreed wanting as many people as possible to complete the survey, not just the most vocal members of the community.

Director Smith addressed the idea of paper copies. There are not the resources to input all the data for a survey of this length.

Director More thought it would be a good idea to print a paper copy so people can see the questions in advance and then think about their responses prior to completing the survey.

General Manger Oys updated the board on the progress in having a meeting with the Board of County Commissioners (BOCC) regarding the access road through Hardscrabble Ranch Open Space to the Territories. Through Beth Oliver, assistant county attorney, re-requesting the BOCC meet with a small group of Cordillera representatives to discuss back road access. General Manager Oys further shared that the Hardscrabble Ranch Open Space project is the BOCC's top priority. They have both tax and grant money allocated to this project. The CMD/CPOA seek a dialogue about Cordillera access and possibly explore other methods with the BLM.

Director Shriner shared that there is an emergency exercise planned for this summer so people understand the evacuation routes.

General Manager Oys shared that Barry Smith with Eagle County Emergency Management will help staff facilitate a table-top exercise that will include outside agencies and communication tactics. This coincides with Community Day and the Ready Set Go program for fire prevention. Additionally, staff met with the Sherriff last month.

CMD Director Egan noted that the current emergency exit is not through the Hardscrabble property but through Diamond Star Ranch. It is important that community members know the emergency routes.

General Manger Oys shared that a community member who lives on the Divide recently expressed concern that the Divide does not have a secondary access or emergency road out of the neighborhood. She explained that we would utilize public safety to evacuate people from the Divide if necessary.

Communications Manager Walker encouraged all members of the community to sign up for ECAAlert on ECAAlert.org. Further, Vail Dispatch will be conducting an exercise using the Wireless Emergency Alert system (WEA) on May 2. The WEA will be targeted to Vail, but spill over may occur. Anyone entering Vail during the test will receive the test alert. Anyone receiving the test alert is encouraged to follow the link contained in the message to answer a brief survey. In the event of an emergency all communications systems will be utilized.

General Manager Oys introduced Barn Manager Dominique Jones and Project Manager Clint Forstrom. She shared that the barn is proceeding with leasing horses to pilot this summer and staff developed a plan for community members to use the horses. The community operations team is completing projects earlier than normal.

General Manger Oys, Office Manager Stowell and Communications Manager Jaime Walker met with a representative with the United Way which is involved with the Eagle Valley Rummage

Sale. They are looking for a location for the event and are considering the field house in Edwards and the fairgrounds in Eagle; they anticipate 3000 people at the event. They want to hold the sale over two weekends. Jaime Walker and Tracy Stowell gave a tour of the Cordillera-owned properties including Bearcat, the Café and lower barn. Logistics would need to be resolved.

Director Smith shared that the people who run the rummage sale are long-time, influential valley residents and that the majority of people who shop the sale are locals.

CMD Director Egan has concerns that Cordillera facilities are not able to accommodate that many people, especially during the summer when most of Cordillera residents are in residence.

Director Shriner reminded the boards that he brought forth this idea because it could bring Cordillera some positive press, demonstrate to the wider community that Cordillera is not always in litigation and willing to be a part of the bigger community; it should be known that Cordillera is offering to host the sale.

Director Egan moved to not pursue further hosting the rummage sale because it stretches the community's ability to serve its residents during its busiest time of year. Seconded by Director George.

CMD Director McBride agreed because of the traffic impacts on Squaw Creek Road. The effect on residents who want to travel in and out of Cordillera and the traffic from the sale would cause a traffic jam, thus upsetting the residents.

CMD Director Bentley noted that staff time has not been significant. Further, he suggested it is a gesture to the entire valley to reach out and learn what is needed. He would like to know more about the impacts and at least consider hosting it. He would not vote for a project that would negatively impact Cordillera residents.

CMD Director George expressed that the gesture was made, but 3000 people is too much for the community to handle.

CPOA Director Shriner made an opposing motion to have staff continue exploratory research into hosting the sale in Cordillera.

Upon motion duly made and seconded, the board voted three to one to not pursue the Eagle Valley Community Rummage Sale. Director Bentley dissented.

Director Grier asked what information would be needed for the boards to collectively change their minds. There may be more harm than good to the organizers if they proceed with pursuing the event here and then the boards decide not to offer community facilities.

Director Smith pointed out that more information should be gathered by staff before an informed decision can be made. The boards should not summarily dismiss the idea because it was learned there are 3000 people who attend. He noted that the CPOA board is an advisory board and would

CMD Director McBride emphasized that CMD never took the position that it had ownership of staff, and while she has been on the board, CMD has always respected CPOA's decisions and input. The boards have strong documents that allow for interaction and cooperation. This should not be a decision that breaks up the CMD and CPOA.

CMD Director Bentley reiterated that there are many obstacles, but to consider hosting it here shows that Cordillera is willing to reach beyond its gates. He is concerned about the constituency that runs the sale; they are long time locals some of whom have volunteered for the event for 40 years.

CMD Director Egan pointed out that the problem is a practical one. Cordillera does not have the resources to handle that many people coming into the community.

General Manager Oys offered to attend the next rummage sale planning committee meeting at which time she could ask if the committee is flexible in their timeframe, what shuttles could be used to minimize traffic impacts, and gain a more accurate estimate of attendance. She would offer minimal staff support to utilize other venue contacts in the valley to demonstrate that Cordillera is a partner.

Director McBride moved to allow General Manager Oys and staff to go to the next planning meeting to get a better understanding of the impacts to Cordillera and to learn if the date of the sale could be moved, and then report back to the Boards in April. Seconded by Director Bentley.

Upon motion duly made and seconded, the Board voted three to one in favor of the motion.

Director Egan dissented.

CMD Director McBride shared that she will be leaving the board next month and that she has worked very hard to keep the boards together. It is important to support the sentiments of both boards at all times.

General Manger Oys provided an update on the delinquent accounts. She recognized Office Manager Stowell for collecting \$40,000 from three property owners last week.

Director Grier asked if there was a reason why a list of delinquent property owners was not published. It would seem that a published list would be a subtle push to get people to pay.

Legal Counsel Pogue explained that the Association had published a list in the past, which proved ineffective, especially when the property is under an LLC.

General Manager Oys requested that the process outlined by Legal Counsel Jerry Oliver be respected. Staff is reviewing O&E reports.

Director Shriner reminded the boards that the Association cannot discontinue trash, because it is a health hazard, and the CMD cannot keep people out of the gate, because the roads are public. He further explained that owners may calculate the value of the undeveloped lot as being worth less than the taxes and the assessment. For the next budget season, the CPOA will have to estimate a cost to delinquent accounts.

Director Smith mentioned that chronic abusers do not care if they are delinquent or not.

Shriner asked Community Operations Director Trevor Broersma about actions for owners who do not show up for their fishing beat.

Community Operations Director Broersma noted this was the first time staff was able to track no-shows.

Director Grier explained that when people book multiple beats and then do not use their allotted time/beat it keeps others from using the river. Fisherman should be able to cancel their beat via the website.

Director More asked about providing an automated call reminding people of their scheduled time/beat.

Director Smith suggested allowing more time to collect data to determine if this is a real problem. He noted that the partnership with Vail Valley Anglers was the beginning of the relationship and a mutual solution can be found to any problem.

Director Shriner referenced the management team report about the youth that jumped the fence at the ACC. Director Pliske explained that the youth were Valley Club property owners' children. Public safety verified their Club membership and asked the youth to leave the premises.

CMD ITEMS

Financial Statement Review

General Manager Oys presented the financials which were included in the Board packet. A summary of updates and verifications completed to date are highlighted below:

- 2017 and 2018 adopted budget numbers are correct and in alignment with the budgets adopted by the respective boards
- 2017 payroll, benefits and workers compensation have accurately been allocated to departments within CMD or CPOA (Trailhead, VGC and Recreation)
- 2017 legal fees are recorded for CPOA and CMD; invoices were reviewed (split board meeting expenses, Rule 106 thru Sept; CPOA and CMD paid for their specific legal activities)
- 2017 service agreement is recorded (2017 budgeted amount with the split of the \$160,000 for strategic planning)

Andrew Larson, CFO Systems, accepted a fulltime client and is transitioning work to Stephanie Juneau. She continues to ensure weekly responsibilities are completed in a timely manner and Andrew has transitioned all payroll functions to human resources.

Recruitment continues for an in-house accountant/finance manager.

Director Egan stressed that a balance sheet is needed in conjunction with the financials provided.

Director McBride echoed this request. She further noted the difficulty in finding a finance director. She asked about the Cordillera Valley Club (CVC) expenses.

General Manager Oys explained that the total revenue projected represents the entire budget for CVC PS operations, of which \$18,050.86 CVC paid expenses directly and not through CMD (i.e. gate arm repairs, uniforms); they are current thru 2017. Oys continued by noting that the District has outstanding invoices for trailer parking; when collected these funds can be accrued to 2017.

CPOA Director Grier questioned how capital expenses were being amortized; he did not think that the assets were being depreciated accurately. He wants to see year over year expenses and the information assembled in a way that is simple and transparent. He would like to improve the reporting, so it is easier for people to understand.

Directors McBride and Egan shared that depreciation and amortization are in the audit.

EXECUTIVE SESSION

11:15 a.m. Director Egan and Director McBride moved to enter into Executive Session pursuant to Section 24-6-402(4)(b) for the purpose of receiving legal advice regarding the Grisoni lot transfer.

11:40 a.m. Director Egan and Director McBride moved to conclude the Executive Session.

Present: Alan Pogue

11:41 a.m. Director Egan and Director McBride moved to enter into Executive Session pursuant to Section 24-6-402(4)(f)(I) to discuss personnel matters pertaining to the general manager.

1:09 p.m. Director Egan and Director George moved to conclude the Executive Session.

No action was taken in executive session.

ADJOURNMENT

Director Egan moved to adjourn the Regular Meeting of the Cordillera Metro District. Seconded by Director George. Upon motion duly made and seconded, the Board unanimously agreed to **Adjourn** the Regular Meeting of the Cordillera Metro District at 1:10 p.m. Friday, March 16, 2018.

Respectfully submitted

Jaime Walker
Communications Manager

CORDILLERA METROPOLITAN DISTRICT
SPECIAL BOARD MEETING MINUTES
THURSDAY, APRIL 12, 2018
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Thursday, April 12, 2018 in accordance with the applicable statues of the State of Colorado.

ATTENDANCE

Present: David Bentley, Secretary

Via Telephone: Judy McBride, President
Kitty George, Assistant Treasurer/Assistant Secretary
Bob Egan, Treasurer

OTHERS PRESENT

Rachel Oys, general manager (via telephone); Alan Pogue, legal counsel; and Lisa Mickley, legal counsel (via telephone).

CALL TO ORDER

Director Bentley called to order the Special Meeting of the Cordillera Metropolitan District at 9:02 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

All board members acknowledged receiving notice of the regular meeting at least 72 hours in advance. No conflicts of interest were noted.

EXECUTIVE SESSION

9:03 a.m. Director Egan and Director McBride moved to enter into Executive Session. Pursuant to Section 24-6-402(4)(b), C.R.S. to discuss pending CSMN litigation with special litigation counsel.

10:10 a.m. Director Egan and Director George moved to conclude the Executive Session.

Present: Rachel Oys, Alan Pogue and Lisa Mickley were present for the discussion.

No action was taken in executive session.

ADJOURNMENT

Director George moved to adjourn the Special Meeting of the Cordillera Metro District. Seconded by Director Egan. Upon motion duly made and seconded, the Board unanimously

agreed to **Adjourn** the Special Meeting of the Cordillera Metro District at 10:11 a.m. on Thursday, April 12, 2018.

Respectfully submitted

Tracy Stowell
Executive Coordinator

DRAFT

CORDILLERA METROPOLITAN DISTRICT
SPECIAL BOARD MEETING MINUTES
MONDAY, APRIL 16, 2018
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Metropolitan District (CMD) was called and held Monday, April 16, 2018 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Bob Egan, Treasurer

Via Telephone: Judy McBride, President
David Bentley, Secretary
Kitty George, Assistant Treasurer/Assistant Secretary

OTHERS PRESENT

Rachel Oys, general manager (via telephone); Alan Pogue, legal counsel; and Lisa Mickley, legal counsel (via telephone).

CALL TO ORDER

Director Egan called to order the Special Meeting of the Cordillera Metropolitan District at 3:32 p.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

All board members acknowledged receiving notice of the regular meeting at least 72 hours in advance. No conflicts of interest were noted.

EXECUTIVE SESSION

3:33 p.m. Director Bentley and Director George moved to enter into Executive Session. Pursuant to Section 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice regarding the CSMN litigation.

4:28 p.m. Director George and Director Bentley moved to conclude the Executive Session.

Present: Rachel Oys, Alan Pogue and Lisa Mickley were present for the discussion.

No action was taken in executive session.

ADJOURNMENT

Director George moved to adjourn the Special Meeting of the Cordillera Metro District. Seconded by Director Bentley. Upon motion duly made and seconded, the Board unanimously agreed to **Adjourn** the Special Meeting of the Cordillera Metro District at 4:29 p.m. on Monday, April 16, 2018.

Respectfully submitted

Tracy Stowell
Executive Coordinator

DRAFT

CORDILLERA PROPERTY OWNERS ASSOCIATION
REGULAR BOARD MEETING MINUTES
FRIDAY, MARCH 16, 2018
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Regular Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Friday, March 16, 2018 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Present: Ed Shriner, President
Michael Grier, Vice President
Rick Smith, Treasurer
Jerri More, Assistant Treasurer/Assistant Secretary

Via phone: Larry Brooks, Secretary

ALSO PRESENT

CMD Board Members: Judy McBride, Bob Egan, Kitty George, David Bentley.

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Rachel Oys, general manager; Alan Pogue, legal counsel; Jaime Walker, communications manager; Tracy Stowell, office manager; Kirk Pliske, public safety director; Trevor Broersma, operations director; Joe Helminski, recreation director; Erin McCuskey, human resource manager; Clint Forstrom, assistant project manager; and Dominique Jones, equestrian center manager; Members of the public: Jane Roberts, Nukhet Saxby, John Warren, Enrique Grisoni, Ron Haynes, Margo Boyle, Nancy Brady.

CALL TO ORDER

Director Shriner called to order the Regular Meeting of the Cordillera Property Owners Association at 9:02 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

Director Shriner noted for the record a quorum was present for the purpose of doing the business of the Cordillera Property Owners Association.

ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF MEETING AT LEAST 72 HOURS IN ADVANCEMENT OF THE MEETING.

All board members acknowledged receiving notice of the regular meeting at least 72 hours in advance. No conflicts of interest were noted.

APPROVAL OF AGENDA

March 16, 2018 Regular Meeting Agenda

Director More moved to approve the March 16, 2018 Regular Meeting Agenda. Seconded by Smith.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the March 16, 2018 Regular Meeting Agenda.

APPROVAL OF CONCENT AGENDA

Director Smith moved to approve the February 16, 2018 minutes. Seconded by Director Grier.

Upon motion duly made and seconded, the Board voted unanimously. **Approved** the February 16, 2018 Regular Meeting Minutes.

PUBLIC INPUT

Nancy Brady asked if the survey was going to be made available in a paper format. She also asked if there was a community meeting on March 2. General Manager Oys stated that with the survey length, complexity, and the added staff and consultant time to preform data entry, there were no plans to offer a paper version to property owners. She also offered property owners to contact her directly if there were any concerns. Director Shriner explained that representatives from the board will be hosting an informal coffee on March 20 at 9 a.m. for any member of the community who would like to talk with board representatives about current community issues.

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General Manager Oys updated the board on the progress in having a meeting with the Board of County Commissioners (BOCC) regarding the access road through Hardscrabble Ranch Open Space to the Territories. Through Beth Oliver, assistant county attorney, re-requesting the BOCC meet with a small group of Cordillera representatives to discuss back road access. General Manager Oys further shared that the Hardscrabble Ranch Open Space project is the BOCC's top priority. They have both tax and grant money allocated to this project. The CMD/CPOA seek a dialogue about Cordillera access and possibly explore other methods with the BLM.

Director Shriner shared that there is an emergency exercise planned for this summer so people understand the evacuation routes.

General Manager Oys shared that Barry Smith with Eagle County Emergency Management will help staff facilitate a table-top exercise that will include outside agencies and communication tactics. This coincides with Community Day and the Ready Set Go program for fire prevention. Additionally, staff met with the Sheriff last month.

CMD Director Egan noted that the current emergency exit is not through the Hardscrabble property but through Diamond Star Ranch. It is important that community members know the emergency routes.

General Manager Oys shared that a community member who lives on the Divide recently expressed concern that the Divide does not have a secondary access or emergency road out of the neighborhood. She explained that we would utilize public safety to evacuate people from the Divide if necessary.

Communications Manager Walker encouraged all members of the community to sign up for ECAAlert on ECAAlert.org. Further, Vail Dispatch will be conducting an exercise using the Wireless Emergency Alert system (WEA) on May 2. The WEA will be targeted to Vail, but spill over may occur. Anyone entering Vail during the test will receive the test alert. Anyone receiving the test alert is encouraged to follow the link contained in the message to answer a brief survey. In the event of an emergency all communications systems will be utilized.

General Manager Oys introduced Barn Manager Dominique Jones and Project Manager Clint Forstrom. She shared that the barn is proceeding with leasing horses to pilot this summer and staff developed a plan for community members to use the horses. The community operations team is completing projects earlier than normal.

General Manger Oys, Office Manager Stowell and Communications Manager Jaime Walker met with a representative with the United Way which is involved with the Eagle Valley Rummage Sale. They are looking for a location for the event and are considering the field house in Edwards and the fairgrounds in Eagle; they anticipate 3000 people at the event. They want to hold the sale over two weekends. Jaime Walker and Tracy Stowell gave a tour of the Cordillera-owned properties including Bearcat, the Café and lower barn. Logistics would need to be resolved.

Director Smith shared that the people who run the rummage sale are long-time, influential valley residents and that the majority of people who shop the sale are locals.

CMD Director Egan has concerns that Cordillera facilities are not able to accommodate that many people, especially during the summer when most of Cordillera residents are in residence.

Director Shriner reminded the boards that he brought forth this idea because it could bring Cordillera some positive press, demonstrate to the wider community that Cordillera is not always in litigation and willing to be a part of the bigger community; it should be known that Cordillera is offering to host the sale.

CMD Director Egan made a motion to not pursue further hosting the rummage sale because it stretches the community's ability to serve its residents during its busiest time of year.

CMD Director McBride agreed because of the traffic impacts on Squaw Creek Road. The effect on residents who want to travel in and out of Cordillera and the traffic from the sale would cause a traffic jam, thus upsetting the residents.

CMD Director Bentley noted that staff time has not been significant. Further, he suggested it is a gesture to the entire valley to reach out and learn what is needed. He would like to know more about the impacts and at least consider hosting it. He would not vote for a project that would negatively impact Cordillera residents.

CMD Director George expressed that the gesture was made, but 3000 people is too much for the community to handle.

Director Shriner moved to have staff continue exploratory research into hosting the sale in Cordillera. Seconded by Director Smith.

Director Grier asked what information would be needed for the boards to collectively change their minds. There may be more harm than good to the organizers if they proceed with pursuing the event here and then the boards decide not to offer community facilities.

Director Smith pointed out that more information should be gathered by staff before an informed decision can be made. The boards should not summarily dismiss the idea because it was learned there are 3000 people who attend. He noted that the CPOA board is an advisory board and would like more information to be collected.

Director Shriner withdrew his motion.

CMD Director McBride emphasized that CMD never took the position that it had ownership of staff, and while she has been on the board, CMD has always respected CPOA's decisions and input. The boards have strong documents that allow for interaction and cooperation. This should not be a decision that breaks up the CMD and CPOA.

CMD Director Bentley reiterated that there are many obstacles, but to consider hosting it here shows that Cordillera is willing to reach beyond its gates. He is concerned about the constituency that runs the sale; they are long time locals some of whom have volunteered for the event for 40 years.

CMD Director Egan pointed out that the problem is a practical one. Cordillera does not have the resources to handle that many people coming into the community.

General Manager Oys offered to attend the next rummage sale planning committee meeting at which time she could ask if the committee is flexible in their timeframe, what shuttles could be used to minimize traffic impacts, and gain a more accurate estimate of attendance. She would offer minimal staff support to utilize other venue contacts in the valley to demonstrate that Cordillera is a partner.

CMD Director McBride shared that she will be leaving the board next month and that she has worked very hard to keep the boards together. It is important to support the sentiments of both boards at all times.

General Manger Oys provided an update on the delinquent accounts. She recognized Office Manager Stowell for collecting \$40,000 from three property owners last week.

Director Grier asked if there was a reason why a list of delinquent property owners was not published. It would seem that a published list would be a subtle push to get people to pay.

Legal Counsel Pogue explained that the Association had published a list in the past, which proved ineffective, especially when the property is under an LLC.

General Manager Oys requested that the process outlined by Legal Counsel Jerry Oliver be respected. Staff is reviewing O&E reports.

Director Shriner reminded the boards that the Association cannot discontinue trash, because it is a health hazard, and the CMD cannot keep people out of the gate, because the roads are public. He further explained that owners may calculate the value of the undeveloped lot as being worth less than the taxes and the assessment. For the next budget season, the CPOA will have to estimate a cost to delinquent accounts.

Director Smith mentioned that chronic abusers do not care if they are delinquent or not.

Shriner asked Community Operations Director Trevor Broersma about actions for owners who do not show up for their fishing beat.

Community Operations Director Broersma noted this was the first time staff was able to track no-shows.

Director Grier explained that when people book multiple beats and then do not use their allotted time/beat it keeps others from using the river. Fisherman should be able to cancel their beat via the website.

Director More asked about providing an automated call reminding people of their scheduled time/beat.

Director Smith suggested allowing more time to collect data to determine if this is a real problem. He noted that the partnership with Vail Valley Anglers was the beginning of the relationship and a mutual solution can be found to any problem.

Director Shriner referenced the management team report about the youth that jumped the fence at the ACC. Director Pliske explained that the youth were Valley Club property owners' children. Public safety verified their Club membership and asked the youth to leave the premises.

CPOA ITEMS

Financial Statements Review

General Manager Oys and CFO Systems presented the financials which were included in the board packet. A summary of updates and verifications completed to date are highlighted below:

- 2017 and 2018 adopted budget numbers are correct and in alignment with the budgets adopted by the respective boards
- 2017 payroll, benefits and workers compensation have accurately been allocated to departments within CMD or CPOA (Trailhead, VGC and Recreation)
- 2017 legal fees are recorded for CPOA and CMD; invoices were reviewed (split board meeting expenses, Rule 106 thru Sept; CPOA and CMD paid for their specific legal activities)
- 2017 service agreement is recorded (2017 budgeted amount with the split of the \$160,000 for strategic planning)

Andrew Larson, CFO Systems, accepted a fulltime client and is transitioning work to Stephanie Juneau. She continues to ensure weekly responsibilities are completed in a timely manner and Andrew has transitioned all payroll functions to human resources.

Recruitment continues for an in-house accountant/finance manager.

Director Grier questioned how capital expenses were being amortized; he did not think that the assets were being depreciated accurately. He wants to see year over year expenses and the information assembled in a way that is simple and transparent. He would like to improve the reporting, so it is easier for people to understand.

CMD Directors McBride and Egan shared that depreciation and amortization are in the audit.

Marketing

Communications Manager Walker shared that four proposals were received for strategic communication, brand management and marketing: Cotton and Company, Markit Creative which previously worked with Cordillera on branding, and Webb Strategic which worked with the Lodge and Spa during the Kobe Bryant scandal and Resonance. The proposals span a spectrum of possible objectives and strategies. General Manager Oys noted that the results from the survey will be important for future direction, and she asked for board participation in selecting a firm.

Director Shriner asked John Warren if marketing is typically an objective or a goal of the Strategic Plan. To this Mr. Warren confirmed that it was a goal.

Director Shriner also shared that marketing is a topic of interest for many in the community. In the past, based on the recommendation of a board member with marketing experience, Cordillera used a Denver firm. After nine months, the contract was terminated because of the bizarre national-type pursuits that were recommended by the firm, including one that involved hosting dinners across the country with celebrity chefs. The board should seek to retain a firm that understands what Cordillera is trying to accomplish now and into the future.

CMD Director Bentley explained two different approaches to marketing: one that reaches out to the world versus one that lets Vail Resorts attract visitors and then market to the visitors when they are in the valley. In the past, there was a strong drive to prospect all over the world. He encouraged using a local firm and attracting people who are already visiting.

CMD Director Egan shared a similar view but in relation to The Club. Both Vail Resort and The Club through Troon spend marketing money. The Marketing Committee should coordinate with The Club.

Director Shriner agreed. Previously CMD/CPOA worked with The Club, the Lodge and Cordillera Valley Club on marketing. The Boards could ask for them to participate again.

Director Smith shared that it is important for the Boards to define the objectives first, some of which will come from the Strategic Planning Committee. The committee and boards need to define what is being sought in the future. He advised having someone bring us through the process to help define the goals such as Cotton and Company that develops a bottom up approach. The marketing plan can be a cornerstone of the long-range plan. In the past, large amounts of money were spent, like advertising in the New York Times, which never achieved any goals. The boards need to be cognizant of previous failures.

Directors Grier and Shriner for CPOA and Directors George and Bentley from CMD volunteered to be on the committee. Director Smith is an alternate.

Athletic Center Operations, Repairs and Capital Improvements

There is a new employee at the ACC, Polly Johnson, who is already having a positive impact on the operations. Recreation Director Joe Helminski sought board approval to modify the ACC hours to 6 a.m. to 9 p.m. with no access after 9 p.m. so the facility could be staffed at all times. This proposed time change is meant to enhance customer service and eliminate safety concerns. Property owners can still access the facility from 4 a.m. to 6 a.m. with a key fob.

Director Smith noted that the hours are perfectly reasonable and saw no reason not to implement them.

Director More asked if there were regular users late at night that would negatively be impacted by the time change. To this Recreation Director Helminski confirmed that usage data for late night was minimal.

Recreation Director Helminski also discussed upcoming capital projects that were approved during the 2018 budget process and was seeking re-approval. The projects include: replacing the common area flooring, repairing the pickleball and tennis courts, ordering new furniture for the pool and installing keyless locks in the locker rooms.

Director Brooks was a proponent of the locker change because of his experiences with the current locks not working. He also proposed renting lockers to help offset the cost of the new keyless system.

Design Review Board Fees

General Manager Oys initiated the discussion of the DRB fees reminding the boards that the last fee schedule was adopted in April 2017.

Director More shared there is a basic \$200 fee regardless of what a property owner does to their home. She thinks the fee is too high especially in enclave neighborhoods where approval is already given by the enclave. She would also like to reduce the fee for new construction.

DRB Administrator Millie Aldrich noted that the DRB was unaware of this conversation. She typically presents to the DRB the tracking of fees to projects and other expenses. Rates were raised when the DRB saw small projects going in the red, costing the CPOA more than what the fees were generating. Rates on new construction were not raised. Rates at Beaver Creek, Arrowhead, Singletree and the Valley Club were compared prior to the rate increase. Since the rate increase on small projects went into effect the DRB is collecting adequate fees to cover expenses.

Director Brooks shared that he lives in an enclave. The association looks at ascetics when reviewing plans for modifications. Cordillera might need additional drawings. He does not think it is fair to change the fee for enclaves and not everyone else.

Director More specified that she was referring to making fee changes for painting, roofs and railing systems. When replacing like with like, a property owner is not incurring significant review time because the similar item has already been approved.

CMD Director George reminded the Boards that DRB involvement is also for compliance. To this DRB Administrator Aldrich shared that she confirms that a proposed change is included in the guidelines and that it already has approval from the enclave board. Setbacks and easements are not addressed within the enclave HOA purview, so she has to make sure there is no encroachment onto another property.

CMD Director George asked for clarification on adding a window. To this DRB Administrator responded that it is dependent on whether it is a new window, a replacement or just maintenance.

General Manager Oys directed that this topic be added to the next DRB agenda to discuss pros and cons of the fee structure and any revisions for consideration.

Director Shriner shared that the DRB checks the fees on a regular basis. Last year the DRB lost \$12,000 because there is less construction than in the past. It is not a revenue source.

DRB Administrator Aldrich shared that she has been tracking for five years and she notices a wave-type pattern to the construction activity; however, there is a base-line expense for administering DRB business that are not project related expenses.

EXECUTIVE SESSION

11: 15 a.m. Director Smith moved and Director Grier seconded to enter into Executive Session, pursuant to Section 38-33.3-308(4)(b), C.R.S. for the purpose of receiving legal advice regarding the Grisoni lot combination.

11: 40 a.m. Director Smith and Director Grier moved to conclude the Executive Session.

Present: Alan Pogue; he departed 11:40 a.m.

11:41 Director Smith moved and Director Grier seconded to enter into Executive Session pursuant to Section 38-33.3-308(4)(a) C.R.S., to discuss personnel matters regarding the general manager.

1:09 p.m. Director More and Director Grier moved to conclude the Executive Session.

No action was taken in executive session.

ADJOURNMENT

Director More moved to adjourn the Regular Meeting of the Cordillera Property Owners Association. Seconded by Director Grier.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Regular Meeting of the Cordillera Property Owners Association at 1:10 p.m. Friday, March 16, 2018.

Respectfully submitted,

Jaime Walker
Communications Manager

DRAFT

CORDILLERA PROPERTY OWNERS ASSOCIATION
SPECIAL BOARD MEETING MINUTES
MONDAY, APRIL 16, 2018
408 CARTERVILLE ROAD, CORDILLERA, COLORADO

The Special Meeting of the Board of Directors of the Cordillera Property Owners Association (CPOA) was called and held Monday, April 16, 2018 in accordance with the applicable statutes of the State of Colorado.

ATTENDANCE

Via phone: Larry Brooks, Secretary
Ed Shriner, President
Jerri More, Assistant Treasurer/Assistant Secretary
Mike Grier, Vice President

Absent: Richard Smith, Treasurer

OTHERS PRESENT

Alan Pogue, legal counsel; Miles Buckingham, legal counsel (via telephone); and Kevin Perez, legal counsel (via telephone).

CALL TO ORDER

Director Shriner called to order the Special Meeting of the Cordillera Property Owners Association at 2:03 p.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS

Director Shriner noted for the record a quorum was present for the purpose of doing the business of the Cordillera Property Owners Association.

ACKNOWLEDGEMENT TO WAIVE 72 HOUR NOTICE OF MEETING.

All board members acknowledged to waive 72-hour notice of meeting. No conflicts of interest were noted.

EXECUTIVE SESSION

2:04 p.m. Director Brooks moved and Director Grier moved to enter Executive Session, pursuant to Section 38-33.3-308(4)(b), C.R.S. for the purpose of receiving legal advice from general counsel and special litigation counsel with respect to pending litigation filed by CSMN.

Buckingham and Perez departed at 2:40 p.m.

2:50 p.m. Director Brooks and Director Grier moved to conclude the Executive Session.

Present: Alan Pogue, Miles Buckingham and Kevin Perez.

No action was taken in executive session.

ADJOURNMENT

Director More moved to adjourn the Special Meeting of the Cordillera Property Owners Association. Seconded by Director Grier.

Upon motion duly made and seconded, the Board voted unanimously to **Adjourn** the Special Meeting of the Cordillera Property Owners Association at 2:51 p.m. Monday, April 16, 2018.

Respectfully submitted,

Tracy Stowell
Executive Coordinator

DRAFT

Community Survey

The Cordillera Metro District (CMD) and Cordillera Property Owners Association (CPOA) boards retained Andrej Birjulin of Confluence Research and Training to conduct a comprehensive community survey.

The Cordillera Community Survey 2018 was opened to the community via link to Survey Monkey, Monday, March 12. It was scheduled to close April 6, but with a 42 percent response rate on the schedule closing date, it was decided to extend the deadline until April 20 in order to get feedback from as many property owners as possible.

The response rate is 66 percent of properties (475 unique households with a total of 630 respondents). Two owners per property were permitted to take the survey, the most accurate measure of a response rate was to calculate per property participation but include all responses in the survey analysis.

The public awareness campaign included the following:

- Three community emails, including a thank you email.
- Inclusion in three Cordillera Connection newsletters.
- A News Flash announcement on the home page of the website.
- Three direct mail post cards.
- Board members and Strategic Planning Committee members reached out to their friends and neighbors encouraging participation.
- Sandwich boards were placed at the post office and the ACC.
- Staff called all property owners with contact information on record at the District encouraging participation in the survey, if they had not already done so—all told, 468 phone calls were made.

Birjulin will present preliminary survey results at the May 18 board meeting. After which, a community email will be sent sharing the slide deck. In addition a series of community meetings will be hosted this summer to share the data and work of the Strategic Planning Committee. Additional details are forthcoming.

CMD Election Unofficial Election Results

The CMD election occurred May 8 with 241 ballots submitted. David Bentley, Cheryl Foley and Eugene McGuire were elected to serve 4-year terms.

The election results will become official once the Canvass Board meets to review the results, which must occur no later than Tuesday, May 22. New Board members will be sworn in and the Board will seat officers at the regular board meeting May 18.

Welcome Committee

The Homeowner Welcome Committee Chair Jane Roberts reached out to volunteers inviting them to attend an organizing meeting Tuesday, March 20. During this meeting volunteers discussed how to best welcome new property owners. It was decided to host events where new and existing property owners can meet and socialize. The group emphasized that consistency in schedule and a late afternoon timeframe will be key to their success; hence, the casual events will be hosted by the committee members at the Trailhead the first Friday of each month from 4:30 – 6 p.m.

Thus far there have been two “Meet Your Neighbor FAC” gatherings, both attracting approximately 30 people. Homeowners, both new and existing, enjoyed the casual events. In the grassroots spirit of the committee, guests are asked to bring an appetizer to share and bring their own beverage.

A post card was sent to all property owners inviting them to attend the “Meet Your Neighbor FAC” on the following dates:

- May 4
- June 1
- August 10 - 5:30 - 7 p.m.*
- September 7
- October 5
- November 2
- December 7

Strategic Planning Committee

The Cordillera Strategic Planning Committee is focused on planning, organizing and conducting a forward looking, positive and inclusive planning process for Cordillera.

Chair: John Warren

CMD Board Representative: David Bentley

CPOA Board Representative: Jerri More

Community members include: Bruce Baumgartner; Enrique Grisoni; Lois Bruce; Jay Tobin; Brian Jessen; Chris Cummings; Ted Eubank; Bill Stephenson; Melissa Murphy; Robert Donovan; Ron Haynes; Brian Watkins; Charlene Koegel; Cassie Gray and Dennis Moran.

The committee has met four times and determined that it would like to engage a firm to administer and facilitate a comprehensive strategic planning process that will identify and analyze perspectives from both internal and external stakeholders, assist in a thoughtful interpretation of the data from multiple sources, engage and build consensus amongst property owners and identify priorities. The result of the planning process will be a long-range vision for the community, with corresponding work plans and budgetary requests for implementation of the plan over the next 10 years.

The community planning process is pivotal to ensure the Strategic Plan reflects current conditions and honors the community's ability to invest sustainably in its infrastructure and future priorities. It will also enhance Cordillera's ability to discern realistic planning scenarios, ensuring that the Strategic Plan is implementable upon its adoption.

A Strategic Planning RFP will be issued by May 23. Proposals will be reviewed, interviews will be held and a recommended firm, scope of work and budget request will be presented to the boards for consideration in July.

Staff continues to foster networking opportunities with partners including but not limited to: The Club at Cordillera, Eagle County Airport, transportation, Eagle River Water and Sanitation, Black Hills Energy, Indian Summer Outfitters, Eagle River Fire, Eagle County Sheriff's Office and Eagle River Ambulance District, Vail Valley Partnership, Vail Center, Vail Valley Jet Center, Vail Resorts, Vail Board of Realtors and others.

Hardscrabble Ranch



A meeting was held May 3 between Eagle County and Cordillera representatives to discuss Hardscrabble Ranch and Trail Gulch (access from Cordillera to Brush Creek Valley).

Meeting Participants included:

Jill Ryan, Eagle County Commissioner
Beth Oliver, Eagle County Attorney
Diane Mauriello, Eagle County Open Space Manager
Alan Pogue, Cordillera Attorney
David Bentley, Cordillera Metro District Board Member
Neel Lemon, Cordillera Property Owner
Ron Askew, Cordillera Property Owner
Rachel Oys, General Manager

In the meeting, participants discussed the unanimous support to ensure emergency access. This topic included Cordillera's request that the parties consider the need to explore future improvements for emergency vehicular access on Territories Trail. Eagle County has provided a draft easement to address emergency access. In addition, seasonal access was discussed and current plans for Trail Gulch/Sharp Creek only permit passive use. Conservation values established in connection with the Hardscrabble purchase include:

1. Public Recreation/Education,
2. Relatively Natural Habitat and
3. Open Space (scenic enjoyment, agriculture, clearly delineated government conservation policy, significant public benefit).

Cordillera representatives requested that vehicular access be an option in future years pending on the growth of Cordillera, Frost Creek and Brush Creek Valley.

Eagle County has initiated a public engagement process to aid in the development of a management plan, additional details are provided below.

Community open house dates for Hardscrabble Ranch management plan set for May 17 and May 23

The Eagle County Open Space Department will host two open house events in May to present the management planning process and solicit comments from the public regarding the Hardscrabble Ranch Open Space parcel. Interested parties are welcome to attend one or both sessions.

The first session will take place from 5 to 7 p.m. Thursday, May 17, and the second session will be from 5 to 7 p.m. Wednesday, May 23. Both sessions will be hosted at the Brush Creek Pavilion located at 909 Capitol Street in Eagle. Light snacks and refreshments will be provided.

“It’s very important for us to get the community’s input on the Hardscrabble Ranch Open Space parcel, especially considering the unique nature of the property and the different uses that are being contemplated,” said Eagle County Open Space Manager Diane Mauriello.

A brief presentation about the Hardscrabble Ranch Open Space and the management planning process will be given at 5 p.m. and again at 6 p.m. during each of the sessions. Maps and comment cards will be available for attendees to provide feedback or indicate on a map what

they'd like to see on the property. These comments will be considered in the development of the management plan.

For those unable to attend the open house events, public comments can also be submitted online at bit.ly/HardscrabbleComments.

Eagle County acquired the 1540-acre Hardscrabble Ranch in December 2017. The purchase was made possible through a number of funding partnerships, including the Town of Eagle, Eagle Ranch Wildlife Committee, Great Outdoors Colorado, the Eagle Valley Land Trust and a number of private donors.

Information on Hardscrabble Ranch Open Space and the management planning process can be found at www.eaglecounty.us/OpenSpace/Hardscrabble_Ranch/Overview.

[Hardscrabble Ranch Property Boundary](#)

[Hardscrabble Ranch Vicinity Map](#)

[Hardscrabble Ranch Public Access Summer 2018](#)

Eagle County Rummage Sale

Staff met several times with representatives from the community rummage sale and toured the available facilities on Carterville Road—specifically the Cordillera Café and community operations storage building. Now under the leadership of the United Way, the volunteer committee is considering a later date for the rummage sale than in the past, September 14 -16 to be less impactful on Cordillera residents. Historically the sale attracts 3,000 people but given the widely-publicized announcement in 2017 that it was ending a 40-plus year run, the committee is anticipating a significantly smaller attendance.

The “jewel of the valley,” the “Rummage Sale” lost its longtime home at Maloit Park in Minturn in 2017. With the support of many community members, the rummage sale will continue on with a new model. The goal is to maintain the heart of the rummage sale that everyone has come to know and love while building new opportunities and relationships.

Collectively, the supporters propose the following plan:

Location:	Community Operations Storage Building from September 8-16	
Dates:	Rummage Sale	September 14-16
	Setup	September 8-13
	Collection	August (also possibly mid-July) at off-site storage sites or partner organization

Other:

- Parking: In administrative lots and off-street
- Post office: Volunteer check in & break space and/or live auction space

Rewards:

- Great partnership and marketing opportunity (thousands of neighbors will share the news)
- Give to the community (profits go to local registered nonprofits)
- Provide volunteers a place to give (grants based on volunteer hours)

Primary contacts:

- Lori Barnes, Vail Public Library
- Rebecca Kanaly, United Way of Eagle River Valley
- Other supporters include many long time volunteers, founders and previous Board Members of The Rummage Sale, and also organizations that receive these much needed funds

Grisoni Property

In July 2017, Grisoni requested to purchase a part of CMD’s 32 acre parcel to vacate the lot lines for lots 14, 15 and 16. Negotiations occurred between CMD and Grisoni in which a purchase price was agreed upon. Rachel Oys requested a meeting with the Eagle County Planning Department to review Grisoni’s request to vacate lot lines. Eagle County Planning Department determined that “as proposed, the project is more complex than a simple amended final plat. The inclusion of the Cordillera open space parcel would require an amendment to the PUD since the applicant would be reducing the amount of open space in the approved PUD.” Grisoni may decide to submit an application to Eagle County and DRB to combine lots 14 and 15 which would follow the amended final plat process.

Post Office

There were eight properties identified that do not have a post office box in the Cordillera Post Office. Originally when the Cordillera Post Office was registered with the U.S. Postal Service, boxes were pre-assigned according to Cordillera addresses on file with the county. Over the years, as homes were built, property addresses changed due to driveway-street locations. The new property addresses were registered with the county, but the addresses do not match the assigned post office boxes.

Staff will be working with the Post Master in Edwards to close post office boxes where the addresses no longer exist. Post office boxes will be reassigned in order to accommodate the eight properties without a box. The reassignments will move locks up one or down one within a given section. Those impacted will receive a phone call from the administration office in late May. It is anticipated that approximately 120 boxes will be moved.

Easements

Cordillera Metropolitan District has conducted an extensive shared-drive assessment and found many of the shared drives in Cordillera are not owned by CMD. In an effort to be consistent throughout Cordillera and provide the same services to all property owners, CMD would like to undertake all the major responsibilities that come with road ownership on the shared drives, including snow removal, paving, patching, crack filling and shouldering. To do this, CMD needs the requisite authority to be on the property and have received an easement from the property owners. Five have been completed. Staff and counsel continue to work with the remaining 16 property owners.

Emergency Planning

Several members of the management team met with representatives from the following agencies to discuss preparations for a communitywide exercise that involves an evacuation of residents and horses:

- Eagle County Sheriff's Office
- Eagle River Fire Protection District
- Eagle River Water and Sanitation District
- Eagle County Sustainable Communities
- Eagle County Paramedic Services
- Diamond S Ranch

As a result of the meeting, staff will work with Eagle River Fire Protection District's community risk manager to prepare at least one, if not more, table-top exercise(s) in late August and in the coming year in preparation for a mock evacuation in 2019.

Ready Set Go (RSG) events, modeled after the National Night Out (a community public safety awareness event), will be coordinated with previously planned community events such as the Sounds of Summer Concerts and/or community wine tastings. Representatives from various agencies will be available at the RSG events to educate the community about emergency preparedness.

Emergency Communications

Eagle County Public Information Officers received a briefing from United States Forest Service representatives at the April meeting about the upcoming fire season. Each month the National Interagency Fire Center produces a wildland fire potential outlook which fire officials use to determine resource distribution.

A public information and education campaign about fire prevention and mitigation was written that parallels messages and timing from the USFS and other jurisdictions in Eagle County. Firewise, Ready Set Go and fire preparedness messages were included in the last three Cordillera Connections and will continue throughout the summer and fall. In addition, Cordillera Healthy Forest sent its annual letter to property owners on the five-year rotation schedule to comply with community wildfire regulations.

Updates are underway to the Crisis Communication plan.

Wireless Emergency Alert System Test

Following a recent test of two emergency warning notification systems earlier this month, public safety officials have concluded that a singular notification tool will not be enough to reach those who may be in imminent danger. Public safety agencies are advising citizens to make sure they are signed up for the Eagle County Alert notification system at ecalert.org as a first step and to anticipate receiving other alerts in the event of an emergency.

The recommendation follows a test of the Wireless Emergency Alert system which was activated by the Vail Public Safety Communications Center May 2. The test transmitted an alert to cell

phones that was geographically targeted from East Vail to West Vail with recipients invited to participate in a survey to help determine the accuracy of the test’s mapping coordinates.

Many outside the targeted area received the test message, which was anticipated. However, unexpectedly, there were others within the test area that did not receive the test message. This test was the first of its kind in a mountainous area and results will be shared with officials from the Federal Emergency Management Agency (FEMA) for further analysis.

The Eagle County Alert system provides real-time notifications via text and/or email with details on road and weather advisories as well as immediate notifications such as shelter-in-place, lock-down alerts and evacuation instructions. The system allows users to filter the alerts for customization. There are currently 10,685 subscriber accounts to the EC Alert system.

Other emergency notification tools in use by the Vail Public Safety Communications Center include the Everbridge Reverse 911 alert system that is sent to land lines, as well as opt-in for cell phones and VOIP internet technology phones. The opt-in allows users to associate a cell or VOIP phone to a specific address for notifications. The 911 center also accepts text-to-911. For details, visit vail911.com.

In the event of a large-scale emergency within Eagle County, official information will be available at ecemergency.org.

Residents are encouraged to review Cordillera’s evacuation plan at www.CordilleraLiving.com/evac and to develop a family disaster plan using resources at ready.gov/make-a-plan.

Summer Events- Mark Your Calendar		
Date	Event	Sponsor
18-May	Board Meetings	CMD and CPOA
25-May	Short Course Opens	CPOA; Troon Management
23-May	Community Coffee with Board Representatives	CMD and CPOA
25-May	Mountain Course Opens	Club at Cordillera
8-Jun	Summit Course Opens	Club at Cordillera
15-Jun	Board Meetings	CMD and CPOA
16-Jun	Member Summer Kick Off Party	Club at Cordillera
19-Jun	Community Coffee with Board Representatives	CMD and CPOA
June 20-June 23	Member-Member Tournament (Parties on 20 and 23)	Club at Cordillera
1-Jul	Community Day	Club at Cordillera

Date	Event	Sponsor
13-Jul	Sounds of Summer Concert Series: Tiny Barge	CMD and CPOA
18-Jul	New Property Owner Welcome Coffee	CMD and CPOA
July 18-21	Men's Member Guest Tournament (Desperado parties on 18 and 21)	Club at Cordillera
20-Jul	Board Meetings (to be rescheduled)	CMD and CPOA
24-Jul	Community Coffee with Board Representatives	CMD and CPOA
July 30-August 1	Women's Member Guest Tournament (Spirit parties on 30 and 1)	Club at Cordillera
3-Aug	Sounds of Summer Concert Series: Mark Powell and Lariat	CPOA
August 10-12	Men's & Women's Club Championship	Club at Cordillera
17-Aug	Board Meetings	CMD and CPOA
21-Aug	Community Coffee with Board Representatives	CMD and CPOA
2-Sep	Member Farwell Party	Club at Cordillera
21-Sep	Board Meetings	CMD and CPOA
23-Sep	Summit Course Closes	Club at Cordillera
25-Sep	Community Coffee with Board Representatives	CMD and CPOA
7-Oct	Short Course & Mountain Course Closes	CPOA, Club at Cordillera
19-Oct	Board Meetings	CMD and CPOA
23-Oct	Community Coffee with Board Representatives	CMD and CPOA
24-Oct	Valley Course Closes	Club at Cordillera
16-Nov	Board Meetings	CMD and CPOA
20-Nov	Community Coffee with Board Representatives	CMD and CPOA
21-Dec	Board Meetings	CMD and CPOA

2018 Paid Advertising – Promoting the Cordillera Lifestyle

Vail/Beaver Creek Magazine Readership = 137,500; located in hotel lobbies, stores, airports and direct mail

Bravo! Vail program = 13,000 distribution

Mountain Living = 69,300 readers each issue in the mountain west

Vail Daily (print + online)

Local radio (KZYR, The Mile, KSKE, NPR/KZYR)

KUNC Public Radio = 9,000 exclusive listeners; up to 12,100 listeners per program weekly
 Eagle County Fair & Rodeo Sponsorship = 3,000 people nightly

Finance

Finance Manager

Heather Mathews joined the team as the finance manager May 7. Heather worked for Eagle County Government the last eight years in a dual role as payroll manager and Eagle County Airport Controller. In that role, she processed payroll for more than 500 employees, prepared and managed annual budgets, maintained more than 15 bond accounts within governmental guidelines and prepared detailed monthly and annual financial reports. Before her government experience, she was an accountant for East West Resorts for eight years. She holds a bachelor’s degree from the University of Colorado in Business Administration with an emphasis in finance. Her experience and knowledge of all roles within government finance, from AP/AR to managing budgets and preparing for audits will help bring improvements, efficiencies and consistency to the Cordillera finance role. Heather resides in Eagle and has two children, the oldest will be graduating from Eagle Valley High School this spring, and the youngest will be finishing eighth grade at Eagle Valley Middle School.

CPOA Delinquent Accounts

Staff is working with Jerry Oliver of Porterfield and Associates on the collection process for delinquent accounts before 2018. Thus far the effort has resulted in 50 out of 76 delinquent property owners paying past due assessments of \$257,938; the remaining outstanding balance of \$341,859 includes 2018 assessments, late fees and interest. Jerry Oliver is sending out final letters before considering liens on these properties.

In addition to the 26 accounts that are delinquent before 2018, there are 28 accounts that have not paid their 2018 assessments. Staff has called these property owners and collection letters will be sent out this month per the Fourth Amended and Restated Resolution Regarding the Policy for Collection of Unpaid Assessments signed by the CPOA Board President in August 2017.

CPOA RETA

	2017	2018
January	\$15,200	\$168,930
February	\$0	\$33,000
March	\$191,740	\$98,250
April	\$88,500	\$22,100
Total	\$295,440	\$322,280

CMD Trailer Parking

\$18,720 has been collected of the \$19,080 budgeted for trailer storage fees in FY17.

CMD Sewer Lift

\$17,583.68 has been collected of the \$19,426 budgeted for Sewer Lift revenue in FY17.

2017 Audit

Stephanie Juneau and Heather Mathews are preparing for the onsite audit scheduled for June 18-22 with McMahan and Associates.

Human Resources

Anniversaries

Alicia Fries, Public Safety – 1 year
Jesus Dozal, Recreation – 1 year
Keegan Duffy, Recreation – 3 years
Antonio Garcia, Community Operations – 12 years
Salvador Garcia, Community Operations – 22 years
Mira Jolliff, Equestrian Center – 2 years
Bill Morris, Public Safety – 12 years
Kurt Mulson, Public Safety – 2 years
Rachel Oys, Administration – 3 years
Bob Roman, Public Safety – 2 years
Cheryl Sawtelle, Recreation – 2 years
Fred Scheim, Community Operations – 5 years
Cindy Souply, Public Safety – 7 years
Tracy Stowell, Administration – 2 years
Jaime Walker, Administration – 2 years
Ray Wolfe, Public Safety – 17 years

Recruitment

- Facilities Technician – full-time
- Athletic Center Attendant – part-time
- Cordy Camp Counselors – seasonal
- Lifeguards – seasonal

Please direct eligible candidates to apply at the website – www.cordilleralive.com/jobs.

Training and Career Development

- Jaime Walker is enrolled in the Vail Center's Community Leadership course.
- Trevor Broersma is enrolled in the Colorado Certified Public Manager® program (CPM), a leadership and professional development program, at the University of Colorado Denver School of Public Affairs. Program content covers fundamental public management skills and personal leadership development taught by a blended corps of seasoned practitioners and university-affiliated faculty. Each course is guided by learning objectives and national competencies and uses a blend of theory and activity-based learning. Completion of the coursework and a practice-focused project result in a nationally-recognized, Certified Public Manager® Certificate. The program includes six (6) 2-day, in-person courses with assignments and readings before and after the sessions. To complete the certificate, participants also develop and complete a Capstone Project

that benefits their employer organization. The program is approximately 300 hours of work.

Workers' Compensation

- There have been no recorded claims since May 2017.

Communications

Website

Website content updates included:

- Creating the election page and posting candidate bios.
- Renewing the website domain registration.
- Updating the insurance policies, fishing program rules and regulations, calendar, Cordillera Day Camp, Short Course, and staff directory pages.
- Creating an interactive Google map for the fishing parcel pages.
- Posting the community survey, agendas and minutes, the pleadings in the CSMN v CMD, CPOA et al case, News Flash content, and Job positions.

Communications

- Five “Cordillera Connection” newsletters were sent with an average of 59 percent open rate.
- Eleven “Flashes” were sent. Topics included: letters to the community, community survey, election information, wildfire mitigation, CMD Director Election and Douglas-fir beetle mitigation packets. The open rate was 62 percent.
- Ongoing social media updates continue. Recent posts included pictures from the recent Meet Your Neighbor FAC gatherings.

Advertising

- A brand awareness sponsorship contract with KUNC was executed to run for 12 weeks starting June 11 through August 27 from 5 a.m. to 9 p.m., including spots on “Morning Edition” and “All Things Considered;” the sponsorship promotes the Cordillera lifestyle.
- Executed summer ad buy on KZYR for summer concerts, Short Course and Cordy Camp.
- The Eagle County Fair and Rodeo sponsorship was executed at the Gold Level. This entitles Cordillera Equestrian Center to several media impressions, logo placements and two banners placed outside the rodeo grounds with one being within the arena during the event.

Events

- Contracts were executed with Tiny Barge for July 13 and Mark Powell and the Lariat for August 3. Rocky Mountain Taco Truck will be at both events.
- Following the March 16 board meeting three board members from the CMD and CPOA hosted the informal “Coffee Talk” gathering for community members to talk with the representatives about current community issues and happenings.

Athletic Center

Hours

Cordillera Property Owner Association members have access seven days a week to the Athletic Center at Cordillera (ACC). The ACC provides attendant assistance from 6 a.m. to 9 p.m.

Weight and cardio machines, fitness class studio, locker rooms, steam rooms and the pool/spa are also available unattended from 4 a.m.- 6 a.m. with a proximity/key card.

Usage

- January through April usage was level when compared to 2017, averaging 38 users per day. June, July and August are historically the busiest months.
- There were nearly 17,000 facility users in 2017, averaging 46 per day.

Facility Upgrades

Athletic Center spring facility improvements will include tennis/pickleball court repair, the replacement of the pool room's indoor/outdoor furniture and common area flooring. Also, the installation of keyless locker locks and the purchase of Peloton exercise bike. These improvements are scheduled to be completed by early June.

Trailhead Pool Complex

2018 Opening Day

Saturday, May 26, will mark the opening day of the Trailhead pool complex. The pool will be open from 11 a.m. to 7 p.m. daily through September 3 (weather permitting). For pool guests, safety lifeguards will be on duty. However, adult supervision of children 12 and under is required at all times. The pool is accessible to all members of the Cordillera Property Owners Association, their family and resident guests. Unaccompanied guests will not be able to access the Trailhead facilities.

Cordillera Day Camp

Camp Dates / Attendance

- Registration opened April 16, 2018. Camp is offered Monday through Friday, June 4, through August 31, 2018 for children ages 5 - 12.
- Camp attendees are offered a wide variety of outdoor and educational activities including professional golf, tennis and swimming instruction, sports, hiking, fishing, games, arts and crafts, educational field trips and adventure days.
- During the summers of 2016 and 2017 the camp averaged 28 campers per day.

Rates

- \$45 Property Owners/Residents, \$55 non Property Owners (\$10 drop in rate)

Staffing/Training

- The camp is returning four counselors in addition to camp Camp Director Keegan Duffy who is returning for his fourth year of service at the camp. The pool has two lifeguards returning. The recruitment of a limited number of additional team members is ongoing. Aubrey Lewis will oversee the camp and Trailhead operations and is in her fifth year with the Cordillera Metro District.
- Team leaders attended child care provider training with a licensing specialist from the Colorado Office of Early Childhood, Division of Early Care and Learning May 7, 2018.
- All counselor staff will complete 15 hours of pre-camp state required training which will include: Counselor Handbook/Staff Expectations, Parent Handbook/Rules and Regulations, NAEYC Code of Ethical Conduct, Emergency Action Plan and Procedures, FEMA, Recognizing Child Abuse/Neglect, Standard Precautions, Social/Emotional Development, Building Safety and Hazardous Materials, CPR/First Aid certification.

Camp Licensing/Inspections

- Colorado Department of Human Services child care License was renewed February 2018.
- Annual fire inspection was completed Friday, May 4, by Eagle River Fire Protection District, Colorado Health and Human Services is scheduled for May 22, and the Colorado Office of Child Care inspection will be completed in June.

Advertising

- KSKE-FM, LIFT-FM, KKVM-FM and KZYR-FM Radio ads
- Vail Daily Summer Camp Guide
- Flyer distribution to local schools Gypsum to Vail
- Email blast to previous camp attendees
- Cordillera Connection

Short Course

2018 Operations

The Short Course at Cordillera will open for the season Friday, May 25. Tee times will start at 9 a.m. and the last tee time of the day will be 6 p.m. Range will open 30 minutes before the first tee time until 6 p.m. Players can walk or carts will be available for a fee. The Course will be closed on Wednesdays for maintenance. Course is open to Cordillera Property Owners Association and Club at Cordillera members for no fee. Family, guest and public will be able to play for a fee. Parking will be available along Kensington Court.

Tuesday, May 29, Ladies “Short and Sweet” will commence. This is a 30-minute, lady-only clinic followed by 9 holes of golf. Each week will have a new clinic topic and game format. Also, each Thursday afternoon beginning May 31 at 4 p.m. the Short Course will be hosting a scratch skins game. In addition, every other Sunday beginning June 10 at 10 a.m. golfers can play with “Top 100 Teacher” in America, Tim Mahoney.

For a tee time, more information or to register interested parties can call 970-926-3988.

Vail Gondola Club

2017/2018 End of Season Update

Despite a slow start and a marginal snowfall year the Gondola Club had less than 50 fewer skiers when compared to the previous ski season. The club had 10,653 unique skier visits including 7,453 by members and 3,198 by their guests. The 2015/2016 season was the busiest to date with over 12,300 skiers.

The club annual survey concluded May 11. Results of that survey will be presented in the June Management Team report.

As of May 7, 2018, the club has 200 members with five memberships available. Four sales have been made this year versus two resignations. Just over 50 percent of members are Cordillera Property Owners not including the Valley Club who make up for an addition 10 percent of members.

Operations

Management Team Report

Projects

- Notices will be sent to 90 property owners in the upper Ranch and Summit neighborhoods who have extensive weed infestations on their property by end of May.
- Completed staining the Trailhead trim.
- Updated Facility Dude (content management system) with new equipment and project management schedules.
- Changed lights over the pool and squash courts at the ACC from metal halide to new LED bulbs. Holy Cross estimates a \$1,200 a year in savings.
- Installed new TV's in the ACC weight room.

Fleet

- A new water truck was purchased and will be deployed by mid-May.
- Fleet finished working on the new Healthy Forest Ford F-150, installing strobes, decals and radios.
- The new trails quad was purchased and was deployed.

Trails

- All trails are open except Timbers Trail Loop, Get-A-Long and parts of Red Draw Loop for elk calving until June 30.
- Fallen tree removal is underway in preparation for the summer season.
- Staff is developing a plan for new signage and possible dog waste stations on some of the trails.

Equestrian Center

- The capital improvement projects were completed early and within budget. The projects included:
 - Painting the exterior
 - Creating quarantine stalls
 - Three new tack up stalls
 - One farrier stall
- All lights at the CEC will soon be replaced with LED fixtures. Thus far, the lower barn, the upper riding arena and the barn over the indoor stalls were retrofitted. Holy Cross estimates \$6,000 a year in savings.

River Parcel and Ponds

- Vail Valley Anglers has been managing the fly fishing program for four months with superior results.
- Cleanup efforts are underway including cutting back the overgrown brush, fixing stairs and removing trip hazards along the walking paths by the river.
- Aeration systems are being installed to keep fish alive during winter months at Red Draw and Bearden ponds.
- Ponds will be stocked in late May by Lilley Fisheries.

Public Safety and DRB

Management Team Report

Public Safety

Incident Reports

Public Safety responded to 127 calls from March 1 to April 30, 2018. The calls ranged from alarms (intrusion, carbon monoxide, low temperature, water flow and fire), animal incidents, medicals, gas leak, homeowner assist, smoke report, unauthorized fishing, property damage, trash violations, parking, vehicle assist, suspicious person, weight restrictions, vehicle escorts and police assist.

On March 18, public safety received a phone call from the owners of 343 Pine Martin with a water flow problem. Public safety patrol responded along with Engine 15. Vail dispatch was asked to have Eagle River Water and Sanitation respond as well. Upon arrival, public safety confirmed a water main break inside the home and the water would have to be shut off at the main curb valve. The Engine 15 crew along with public safety had to dig several feet down to access the valve and shut the water off. Shortly after two service master vans arrived to start work on the water damage. All units cleared the scene.

On March 13, a renter at 234 Eagles Glen called public safety asking what to do about a smell of gasoline in the house. Public safety called for Engine 15 to respond along with a public safety patroller. Upon arriving on scene, Engine 15 and public safety found two gas cans spilled over in

a locked closet in the back of the garage. Engine 15 removed the fuel and mitigated the fuel spill. Patrol and Engine 15 cleared the call.

While weight restrictions were still in effect, March 26, an empty dump truck was in route to the construction site at 1187 Gore Trail to remove a load. Public safety patrol was sent to the construction site to meet with the driver and advised him of the weight restrictions prohibiting the vehicles over 12,000 lbs. per axel from driving on District roads. The general contractor was contacted and rescheduled the dump truck for a time when the weight restrictions were not in effect.

On April 1, public safety was notified of a possible poacher on the south side of the river across from beat 5. Public safety patrol responded to the location and was able to speak to the poacher. The poacher was advised that they are on private property and would need to leave. When questioned, the poacher seemed hesitant about the requests and patrol added if they were not going to comply then the Sheriff would be called. The poacher left the property and patrol continued on to check the rest of the fishing beats.

Supra Boxes

The new Supra boxes were formatted and placed on the homes whose owners had purchased them. Staff is working with the homeowners to make sure the keys work. A second order of boxes will be placed as there is interest from new and existing property owners to purchase them.

CPR and First Aid Training

Public safety will be offering American Heart Association CPR and First Aid classes for employees and homeowners. The class will be taught by Kirk Pliske at the administration building June 20 and July 17 from 9 a.m. to 2 p.m. Homeowners that would like to attend can call the administration building to sign up.

Health Forests

Mitigation Inspections

The Cordillera fire mitigation inspections started for the properties that are on the list for 2018. Thus far, approximately 30 inspections on the Divide have been completed. Once all the inspections are complete, Healthy Forest staff will transition to open space mitigation projects.

Douglas Fir Beetle

The MCH Anti-Aggregation Pheromone packets were received and inventoried from the Forest Service. Packets have been placed at the Trailhead, Red Draw and Peregrine Drive. They are now being placed on Black Bear and Forest Trail to complete the targeted area. Thereafter, packets will be placed on trees in Cordillera's open space outside the target area that was identified needing protection. Property owners whose property is outside the target area that have requested packets will then be able to place them on their trees.

National Significant Wildland Fire Potential Outlook

Predictive Services
National Interagency Fire Center

Issued: May 1, 2018

Next Issuance: June 1, 2018



Outlook Period – May, June, July and August 2018

Executive Summary

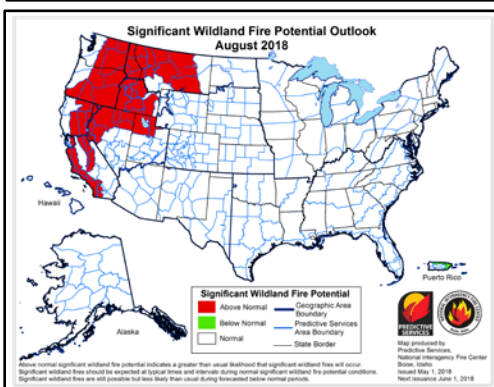
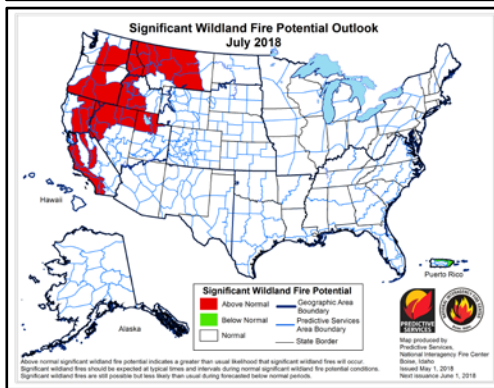
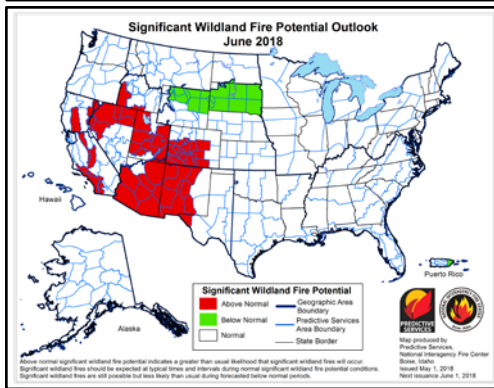
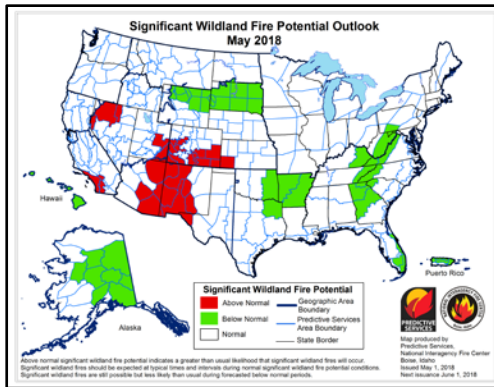
The significant wildland fire potential forecasts included in this outlook represent the cumulative forecasts of the ten Geographic Area Predictive Services units and the National Predictive Services unit.

Preexisting drought conditions along with several wind events allowed for fire activity across the southern Great Plains and New Mexico to increase in April. By month's end, activity was beginning to spread westward into Arizona and southern California. Entering May, a normal progression of fire activity is being observed as the Great Plains begins to receive its spring rainfall while the Southwest continues to be dry. What is atypical is the drought severity that is in place across the Four Corners Region and now southern California. The drought coupled with the carryover of an above average fine fuel growth from last year is expected to lead to Above Normal Significant Wildland Fire Potential in May and June across portions of the Southwest, Great Basin, and southern California. In the East, the elevated potential across Florida and portions of Georgia will return to Normal potential as summertime convective patterns ensue.

The peak of the fire season in the Southwest is expected to occur by late June, just before the onset of the annual monsoon season which should gradually bring their season to a close. Data suggests that the monsoon's arrival should occur by early July. The projected focus of the monsoon's early surges will be across New Mexico and Colorado but will refocus westward as July progresses. A normal transition of fire season activity west and north is expected through July as warmer and drier than average conditions develop across the western states. Of concern is the preexisting grass crop from 2017 and the new growth which will cure by July across California, the Great Basin, and Oregon. Higher, timbered elevations in these areas will become a concern by July as the past winter's below average snowpack melts allowing for the high elevation fuels to become dry enough to support fire activity.

In August, seasonal transitions focus the fire activity over the northwestern quarter of the country, though central and southern California also continue to experience significant activity. With significant carryover of fine fuels from last year and average grass crop growth this year, elevated fire potential will continue into August across many of the lower and middle elevations from the central Great Basin and California northward to Canada. Higher elevations in the Cascades, Northern Sierras, and possibly the Northern Rockies may also see elevated fire potential as well should warmer and drier than average conditions develop as expected.

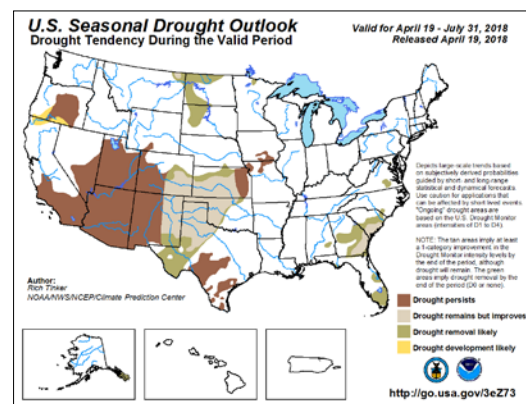
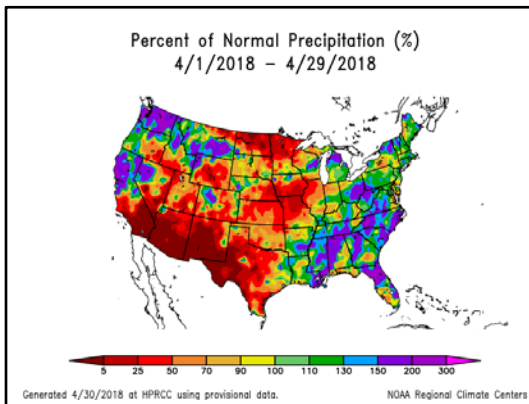
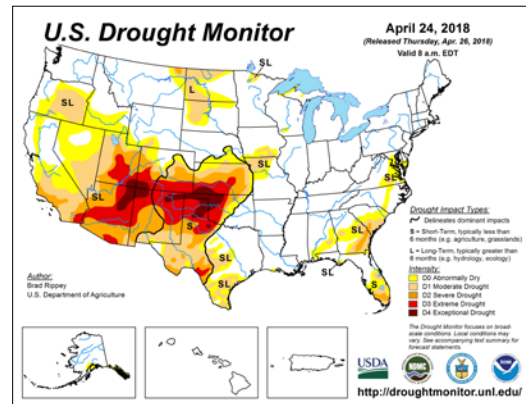
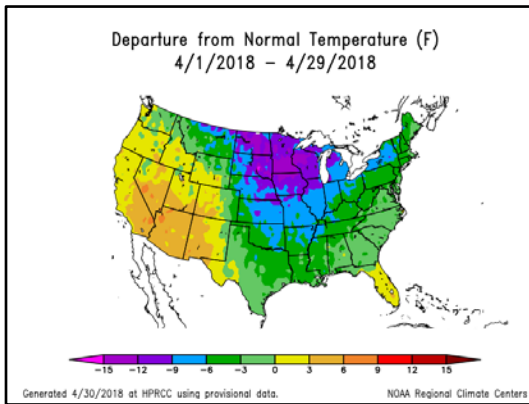
In Alaska, Normal Significant Wildland Fire Potential is expected as the state experiences a typical transition into fire season. Conditions across the state have been generally wetter than average while temperatures have been warmer than average. Since this pattern is expected to continue through the core of the Alaskan fire season, the potential for Above Normal Significant Wildland Fire Activity is low.



Past Weather and Drought

The cooler than average conditions observed in March across the northwestern states expanded into the Great Plains and the Northeast in April. In the Southwest, temperatures were three to six degrees above average in April. Across the southcentral and southeastern portion of the nation, temperatures were near average. Minor changes occurred with the precipitation trends observed between March and April. Of particular concern was the continuance of much drier than average conditions across the Southwest where many locations continued to receive less than 25% of average precipitation. Central through Northern California, the Pacific Northwest, and the Northern Rockies generally received 130% or greater precipitation for the month. Portions of Nevada also received abundant rainfall as well. When compared with soil moisture anomaly maps for the same period, it became increasingly evident that the precipitation received was going directly into the growth of fuels in these areas.

The U.S. Drought Monitor showed four primary areas of drought across the nation. Of most concern was the worsening drought conditions across the western portions of the southern Great Plains and the Southwest. Several areas encompassed by drought intensified further into the highest category, Exceptional Drought. At month's end, the eastern fringes of this large area of drought were beginning to experience some minor relief. Another area of moderate drought conditions continued to persist across central Oregon. This area should be monitored closely in the coming months for possible intensification and expansion. The drought conditions across eastern Montana and the Dakotas continued to improve. In the Southeast the preexisting drought conditions are expected to experience relief as well.



Left: Departure from Normal Temperature (top) and Percent of Normal Precipitation (bottom) (from High Plains Regional Climate Center). Right: U.S. Drought Monitor (top) and Drought Outlook (bottom) (from National Drought Mitigation Center and the Climate Prediction Center)

Weather and Climate Outlooks

El Niño-Southern Oscillation (ENSO) shows that the La Niña conditions in the equatorial Pacific Ocean have weakened into ENSO Neutral conditions. Latest model forecasts show a slow trend toward a weak El Niño conditions by mid-fall.

The fading La Niña continued to show typical weather patterns for the oscillation in April. By month's end, however, the beginning signs of its fading influence were beginning to show in forecast data. While drought conditions were expected to continue across the Southwest, the southern Great Plains and the Southeast were beginning to show signs of more typical, precipitation producing weather patterns for early May.

Looking further into the outlook period, warmer and drier than average conditions are expected to develop across the west June through August. However, the focus of the heat may become centered along the West Coast as the upper level ridge of high pressure migrates west. Precipitation trends should follow suit. Broad areas of drier than average conditions are expected across the west in late May and June, but should become focused along the west Coast states in July and August as the Southwest Monsoon gains a greater hold over the Intermountain West. In the East, a gradual return to warmer and drier than average conditions is expected by July across a majority of the Southeast. In Alaska, overall warmer but wetter than average conditions are expected through the peak of its fire season followed by a return to overall average conditions for mid-July through August.

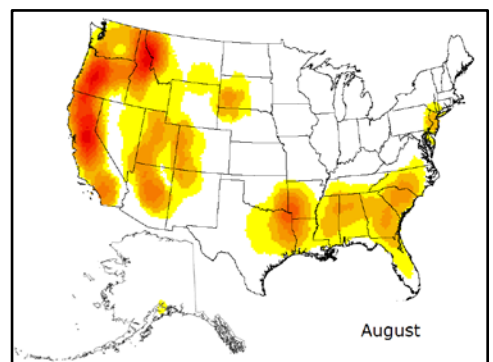
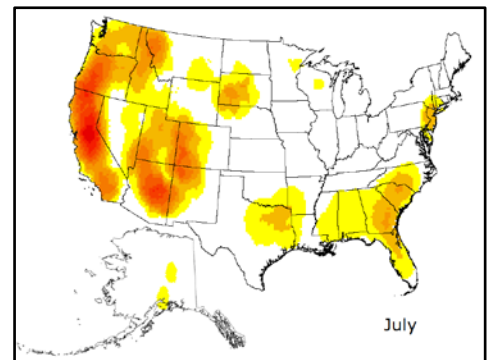
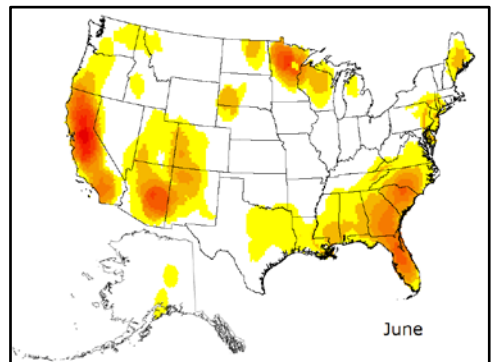
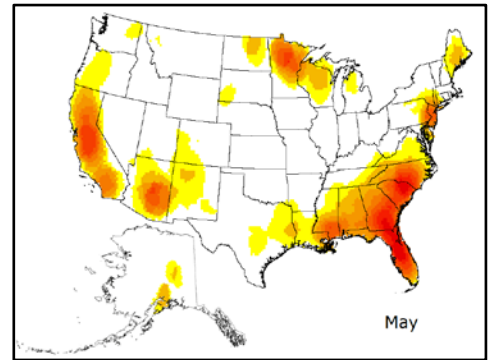
Geographic Area Forecasts

Alaska: Below Normal significant wildland fire potential is expected across the Interior for May followed by Normal potential for the remainder of the outlook period for all areas.

The U.S. Drought Monitor shows an area of abnormally Dry conditions through the Anchorage area and the Kenai Peninsula, extending west across Cook Inlet and onto the eastern slopes of the western Alaska Range. There is also an area of abnormally Dry over the Panhandle. The rest of Alaska has had ample snowpack and will continue to slowly recharge ground water. Temperatures have been cool, but are forecasted to begin warming into the upper 40s and even low 50s for much of the state in the next couple of weeks. This will rapidly accelerate the melting process.

Long range outlook maps are forecasting warmer than average conditions for the entire state for the summer. Wetter conditions are also expected to be likely for much of the state, with the exception being the Panhandle and a small portion of the southeastern mainland. These forecasts seem likely since several forecast models indicate similar trends.

Calculations of the Canadian Forest Fire Danger Rating system have started for a few stations on the Kenai Peninsula and around the



Normal fire season progression across the contiguous U.S. and Alaska shown by monthly fire density (number of fires per unit area). Fire size and fire severity cannot be inferred from this analysis. (Based on 1999-2010 FPA Data)

Matanuska Valley and Anchorage Bowl. Fuels remain fairly unburnable due to recent precipitation. Alaska is entering in the southern part of the state. Most of the northern two thirds of the state is snow-covered, with nighttime temperatures at or below freezing. By mid-May, expect many of the lower valleys of the Interior to be snow free, but many higher elevations will melt out more slowly, and will likely keep some snow until the end of the month. This is particularly true in areas with higher than normal snowpack this winter and will make for a later than normal start in those areas.

Northwest: Normal Significant Wildland Fire Potential is expected for the Northwest through June followed by Above Normal significant large fire potential for south southeastern Washington and southern and north central Oregon for July. Above Normal significant large fire potential is expected east of the Cascade Crest in Oregon and Washington in August and also for extreme southwestern Oregon as well.

The cool trend that settled over the region in mid-February continued through April. April's temperatures were generally below average across the region. Precipitation was at or above average for most areas as well. An exception was southeastern Oregon where warmer and drier than average conditions prevailed in April. Overall, much of Oregon has remained below average for precipitation through the winter.

Snowpack at the higher elevations across Washington is above average entering May. The cool and wet conditions in place since February have helped the state's snowpack considerably. For Oregon, however, almost all of the snow reporting basins report below average snowpack entering May. Only areas surrounding Mount Hood and northeastern Oregon are near average. Reporting basins across the remainder of Oregon report 30% to 70% of average entering May.

Outlooks for the region for May suggest no clear trend in temperature and conditions drier than typical for the month. For June, July, and August, the summer of 2018 is expected to be warmer and drier than average. Fire danger remains low for large fires that are naturally ignited for the geographic area. Fire danger will not likely rise to such levels until June of 2018.

Northern California and Hawaii: Normal Significant Wildland Fire Potential is expected in all areas in May. For June and July expect Normal Significant Wildland Fire Potential in most areas except: the far eastern side, Sacramento Valley Foothills, and East Bay Area where Above Normal significant large fire potential is expected. In July and August, the northern Sierra and northeastern portion of California will be added to the Above Normal category as well. Hawaii can expect Below Normal Significant Wildland Fire Potential in May followed by Normal potential June through August.

The outlook for May through August is for below average precipitation and above average temperatures. A semi-persistent low pressure trough may set up along the west coast this summer, and that may lead to less than average lightning in western areas, while active monsoon conditions in Nevada may be close enough to eastern areas to produce an average number of lightning events there. The spring has been wetter than average across much of the region, and that has led to a live fuel green up phase that is close to average. Overall, the majority of the region has a significant precipitation deficit since the beginning of the rain year on October 1, 2017. Additionally, the mountain snowpack peaked at only 48% of average in late March and has already dropped to below 25% of the average snow water content for late April.

The fuel moisture decline phase is expected to be steeper than average. We expect fuels to be available for wildfire at all elevations earlier than average this year. May will likely be quiet with live fuels still fairly green, but in June and July the warmer and drier than average weather will have a pronounced effect on the curing of fine fuels and drying of dead fuels. Typically, little to no large fire activity occurs within the region through May, and enough precipitation has fallen to hold off the onset of the active fire season until June. The Large Fire Potential for May 2018 is Normal. Cold weather in late February and early March produced areas of frost kill at lower elevations that could add to fire potential beginning in June. With dry and warm conditions expected in June it is expected that fire activity will ramp up, and this represents an earlier start than average by a few weeks. The areas expected to have Above Normal

Large Fire Potential in June are the Far East Side, the foothills of the Sacramento Valley, and the Diablo portion of the eastern Bay Area. In July-August the Northeast California and Northern Sierra PSAs are added to the Above Normal areas due to the potential of dry fuels, a bit more wind, and occasional lightning events.

Sea surface temperatures (SSTs) surrounding the Hawaiian Islands have warmed in the past month and average temperatures throughout the region have been above average in April. Rainfall has been above average throughout the islands, and at times excessive enough for flooding. The outlook for May through August calls for continued above average precipitation and temperatures, although confidence in above average precipitation beyond May is somewhat low. The Large Fire Potential in Hawai'i is Below Normal in May and Normal from June through August.

Southern California: Above Normal Significant Wildland Fire Potential is expected along the coast and foothills across Southern California in May and Normal potential elsewhere. The Above Normal Significant Wildland Fire Potential will expand north and east to include the foothills and portions of the southern Sierras in June through August in an increasing manner.

An active weather pattern continued to bring substantial wetting rains during April. But as is typically the case toward the end of "rainy season," most of the precipitation was confined to the northern half of the state. Areas south of a southern Monterey to Fresno County line experienced only light amounts of precipitation during the last 30 days. Additional rainfall for these areas appears remote due to the climatological norm of most seasonal rainfall ending by May 1st. The past month also continues the streak of days without significant offshore flow which is unusual for early spring. This allowed fuels to dry at a slower pace compared to recent years.

Field surveys indicate fine fuel moisture continues to support green seasonal grasses across most foothill and coastal areas across central California. Only the interior valleys of San Luis Obispo into Kings and western Kern County have seen substantial curing in the central part of the state at the time of this writing. However, conditions remain very dry over portions of Southern California, particularly from Orange County south and eastward which missed most of the significant rainfall this spring. These areas will see the first emergence of Above Normal large fire potential in May with large fire potential climbing to Above Normal from south to north progressively through the spring into the summer. Fuel loading may be quite heavy this year in the Sierra Foothills and from Big Sur northward along the central coast. Once grasses cure in these areas, large fire potential will climb to significantly Above Normal levels due to the effects of the five year drought resulting in poor health of many native brush and shrubs. Bark beetle-killed pines will continue to present a significant risk of extreme fire behavior during hot and windy periods of the Sierras again this year.

Long range models continue to indicate that the summer monsoon season may be active this year over the southern Plains and the Southwest. But lingering troughs over the Pacific Ocean may keep most of this moisture suppressed to our east. Last year was one of the least active summers in years in terms of number of thunderstorms. With the possibility of a stronger subtropical moisture fetch this year, there will likely be a bit more activity across the Area this year, but the majority of storms may remain over the deserts. Temperatures are expected to be above average again this spring and summer across the entire area.

Northern Rockies: Normal Significant Wildland Fire Potential is expected for the Northern Rockies in May and June. For July and August, Above Normal Significant Wildland Fire Potential is expected from central Montana west through the Idaho Panhandle, excluding the Beaverhead Deer Lodge National forest. In this and other, eastern locations Normal Significant Wildland Fire Potential is expected.

Similar to what occurred over the previous fall and winter, spring across the region was colder and more moist than average during April. All of North Dakota was more than ten degrees colder-than-average, while the northeast half of Montana was also well below average as well. Northern and central Idaho were slightly colder than average for the month.

For April, precipitation was well above average for northern/central Idaho and most of Montana. Mountain snowpacks reflect this, in the southern portion of the Idaho Panhandle where spring temperatures have been somewhat warmer, current snow water equivalent basin-averages area are about 115% of normal. In contrast, the western half of Montana remains at 150% to 175% of normal snow water equivalent, with the highest amounts near Glacier National Park. In Northeast Montana and most of North Dakota precipitation was less than half the average until the last week of the month. As a result, far northeast Montana continues in an extreme drought according to the US Drought Monitor, while western and northern portions of North Dakota remain in moderate drought. The remainder of the region is drought-free.

This transition to ENSO Neutral conditions is forecasted to persist through the summer. This will lead to a drying pattern in May with near average temperatures. Long range outlooks continue to depict above average temperatures and below average precipitation in June for most of the region. For the latter part of July through the month of August, long range outlooks depict above average temperatures region-wide, with below average precipitation in Idaho and western Montana. This is consistent with climate patterns from previous ENSO Neutral summers. Mountain snowpack in the western areas continues to be much above average according to the latest basin snow water equivalent maps, especially across western Montana and Yellowstone National Park. The lowest elevations below 5,000 feet are already melted out, and higher elevation snowpack are beginning to decrease as well. Any new snow that falls during late spring storms in May will likely melt shortly after accumulating. Snowmelt will continue at average rates through May, and accelerate in June.

Green-up is underway at lower elevations throughout the region as a result of moist conditions during the preceding fall and winter months and the melt off in late April. This is particularly true across the Camas Prairie of Idaho and to a lesser extent in northwestern and southeastern Montana according to the latest RTMA Growing Season Index from the Missoula Fire Lab. Mid-and upper elevations are still snow-covered in the mountainous regions. With drought conditions lingering in northeastern Montana and much of North Dakota, green-up may lag behind in those areas, but healthy levels are expected across the rest of the region through June. Temperature and precipitation outlooks forecast to be near average levels for May and June should lead to fine fuels curing at average rates at lower elevations but slower at higher elevations where snowpack moisture will persist. Thereafter, by late July and continuing through August fuels conditions are expected to be much drier than average due to the expected temperature and precipitation outlooks associated with the ENSO Neutral conditions. Heavy fine fuels loading is expected across central Montana from the well above average precipitation that has occurred there over the winter and early spring.

With near average temperatures and precipitation expected in May and June, Normal Significant Wildland Fire Potential is anticipated across the region as fuels will still be transitioning to drier levels, especially at higher elevations west of the Continental Divide. In early July, higher elevations may still be relatively moist due to the enhanced snowpack in the western areas. By the last half of July, however, heavy cured fine fuel loading and drier larger fuels are expected to elevate potential to "above-normal" in the Idaho and western/central Montana areas since the temperature and precipitation outlooks favor warmer and drier conditions. Above Normal potential with warmer and drier than average conditions will continue in August in those locations depicted on the maps. Southwestern Montana, Yellowstone National Park, and the Absaroka-Beartooth mountains/plateau, southwest Montana will remain near normal based on anticipated monsoonal moisture bringing adequate precipitation to these areas through the entire outlook period.

Great Basin: Above Normal Significant Wildland Fire Potential is expected across northwestern Nevada and southeastern Utah in May. Above Normal Significant Wildland Fire Potential is expected across northern Nevada, southwestern Idaho, and most of Utah in June. Above Normal Significant Wildland Fire Potential is expected across northern Nevada, southwestern Idaho, and northern Utah in July and August. Elsewhere, expect Normal Significant Wildland Fire Potential during the outlook period.

A prolonged warm/dry period has developed over the last several weeks across the southern half of the region. This has combined with a dry water year to produce severe to exceptional drought across much

of Utah, with Abnormally Dry to Moderate Drought conditions across much of Nevada. Further north, slightly above average precipitation and snowpack has occurred across the mountains of Idaho, with even more moist conditions being observed across western Wyoming. There are strong indications that above average warmth and dryness will continue into the early summer months for most areas. In addition, data shows that the monsoon Season could begin slightly earlier than normal for southern Utah.

Two areas of concern heading into the early part of fire season exist. Across southeastern Utah, despite lack of finer fuels, thousand hour fuels are much drier than average, affecting timbered areas above 7500 ft. There has already been an increase in small fire activity in those areas. The other area of concern is across northwestern Nevada, where many areas that did not burn last year still have the remnants of last year's fine fuels bumper crop. These finer fuels extend into parts of southern Idaho. Elsewhere, heavier fuels are moist across the mountains of central Idaho and western Wyoming, but the anticipated above average warmth for the next one to three months should have a significant effect on the heavier fuels in Idaho, especially the western areas.

Southwest: Above Normal Significant Wildland Fire Potential is expected across the central third of the region in May while other locations can expect Normal potential. The Above Normal Significant Wildland Fire Potential will expand northwestward into northwestern Arizona in June while other areas across the region experience normal potential. Normal Significant Wildland Fire Potential is expected in July and August in all areas.

La Niña-like conditions have been a factor for months in both the eastern and central tropical Pacific ocean but there are now some indications that La Niña is reverting to a neutral state. Despite this, the expectation is for overall temperatures to generally remain warmer than average with drier than average conditions to remain intact for much of Southwest Area through June. Confidence in this overall outlook is slightly above average.

The recent more active pattern should continue to oscillate back and forth with a West Coast or eastern Pacific upper level ridge setting up in May before the subtropical high associated with the summer monsoonal begins to push north from Mexico with more consistent heat developing by late May and June. Moisture has begun to move into the eastern plains. This trend is expected to continue in May and June as more lightning is observed further west our near/along the divide region.

Data suggests either a slightly early or on-time arrival of the monsoonal season in late June or early July with a good burst of moisture initially perhaps followed by a stronger focus along/east of the divide as summer progresses.

Rocky Mountain: Above Normal Significant Wildland Fire Potential is expected across southwestern portions of Kansas and southern and western Colorado in May. Below Normal Significant Wildland Fire Potential is expected across northern Wyoming, northern Nebraska, and southern South Dakota in May and June. Other locations can expect Normal potential in May. For June, Above Normal Significant Wildland Fire Potential is expected across extreme western Kansas and the northern two thirds of Colorado. For July and August Normal Significant Wildland Fire Potential is expected in all areas.

Long/medium range precipitation deficits are greatest across southern portions of the geographic area, especially with below 25% of average in portions of south central and southwestern Colorado. Extreme to Exceptional drought exists across southern portions of the region. Drought improvement has occurred across northern portions of the region where precipitation has been significantly above average.

Fuels available to burn this time of year are primarily categorized by dry grass and brush in the lower elevations of the geographic area. Unusually dry conditions have resulted in a late/stunted green-up across southern Colorado and Kansas. Average green-up conditions are expected across the remainder of the area from south to north as spring progresses. Wetter than average spring months in 2017 have resulted in significant fuel loading across the plains, especially where green-up struggles to overtake existing dead grasses from central to south-central and southwestern Kansas into southeastern Colorado. Fuel loading in the mountains of southern Colorado are expected to exhibit above average

loadings as a result of above average 2017 snowpack, especially considering compaction of these dead fuels is limited due to this year's very low to historically low snowpack. Sno-pack deficits in the southern Colorado mountains are resulting in exposed fuels that are typically under snow this time of year.

Short term model forecast precipitation for late April into early May are reflective of an active storm track across the geographic area generating rain and mountain snow at times, which could help with short-term green up, but little with long term drought. In the southern portion of the RMA, long range forecasts favor above average temperatures in combination with drier than average conditions for May and June. Moisture from the Southwestern Monsoon is expected to moderate fire potential over southern Colorado after the early portion of July, and continuing through August.

Above Normal significant large fire potential is expected to continue through May across southeastern portions Colorado into southwestern Kansas, and expand across much of west central and southern Colorado as a result of forecast trends, extreme to exceptional drought, late/stunted green-up, very low snowpack, and areas of above average fuel loading. Conversely, well above average snowpack and a wetter than average spring in combination with average precipitation and temperature forecasts points toward below average large fire risk across northern portions of the region through June. Although large fire risk across in all but the southwestern portion of Kansas is predicted to gradually decrease closer to average as May progresses, heavy fuel loading will still be noticeable across central, south-central, and southwestern portions of the state as a delayed green-up struggles to overtake heavy dead grass fuels. During June above average fire risk is predicted to expand across much of central to southern Colorado due to continued drought with persistent warm and dry forecasts. Snowpack is near historical minimums over the mountains of southern Colorado, and above average large fire activity in June is highly correlated to years with very low spring snowpack. A seasonal increase in moisture from the southwest monsoon is predicted to moderate large fire risk closer to average during July and August across central to southern Colorado. Regional acreage burned from large fires during the June-August core fire season is forecast to be above average for the first time since 2012.

Eastern Area: Normal Significant Wildland Fire Potential is expected over the majority of the Eastern Area through the rest of the spring and through the summer of 2018. Portions of eastern West Virginia can expect Below Normal Significant Wildland Fire Potential in May followed by a return to Normal potential thereafter. Periods of Above Normal fire potential may persist/develop over portions of the western Mid-Mississippi Valley from May into June and again in July with and warm and dry periods.

Soil moisture anomalies were generally average to above average across most of the region in April. The greatest 30 day soil moisture/precipitation deficits towards the end of the month were observed across northwestern Minnesota, the west central Mid-Mississippi Valley and the southeastern corner of the Mid-Atlantic Compact. Temperature anomalies were well below average across the region through mid-April with the coldest temperatures occurring over the Great Lakes and the northwestern Big Rivers. Temperatures warmed up closer to average levels through the last ten days of April.

Overall cooler than average conditions are forecasted over the Great Lakes down into parts of the Mid-Mississippi Valley this summer. Warmer than average conditions are forecast in May over the eastern states possibly lingering into June over the eastern Mid-Atlantic States. Drier than average trends may develop/persist over portions of the western Mississippi Valley May into June. A transition toward wetter than average conditions is expected across parts of the Great Lakes down into the Mississippi Valley in August. Wetter than average trends are expected over the Northeast down into parts of the Mid-Atlantic States into the summer season.

100 and 1000 hour fuel moistures are near seasonal averages over the majority of the region entering May. The region was relatively drought-free at the end of April except for northwestern Minnesota and the west central Mid-Mississippi Valley. Energy Release Components or Canadian Build-Up Indices were beginning to increase over portions of the Upper Mississippi Valley through the end of April due to warming temperatures and a drying trend.

The 2018 spring fire season began later than average across portions of the northern tier of the Eastern Area due to colder and wetter than average conditions through the first half of April. Green-up was delayed over much of the region due to the late winter cold/wet weather pattern which occurred through the late winter/early spring season.

Southern Area: Normal Significant Wildland Fire Potential is expected across all areas during the outlook period except for the following areas where Below Normal Significant Wildland Fire Potential is expected. In May Arkansas, eastern Oklahoma, northeastern Texas, the Appalachian Mountains, eastern Kentucky, the Georgia Piedmont, southern Florida and portions of Puerto Rico can expect Below Normal potential. With the exception of Puerto Rico, these areas will return to Normal significant large fire potential July through August.

With full green-up finally reaching our most northern GACC border areas, along with what should be a continuing cooler than average temperature pattern and an active weather pattern, significant large fire potential should range from Normal to Below Normal levels with the Below Normal areas expected in areas receiving the greatest rainfall.

For the summer months, and with the ENSO state evolving into a more neutral condition, fire danger should track within average seasonal ranges. Precipitation trends over summer should follow those generally expected by the ENSO neutral condition over summer with patterns not appearing to show any particular atypical fire danger heightening trends.

What will yet to be determined is what the impact of the tropical Atlantic storm season will have regional rain patterns. At this time forecasts vary widely from below to above average. Thus the assessment is for an average to below average season with our southeast/Florida area seeing the greatest weather impacting potential.

Outlook Objectives

The National Significant Wildland Fire Potential Outlook is intended as a decision support tool for wildland fire managers, providing an assessment of current weather and fuels conditions and how these will evolve in the next four months. The objective is to assist fire managers in making proactive decisions that will improve protection of life, property and natural resources, increase fire fighter safety and effectiveness, and reduce firefighting costs.

For questions about this outlook, please contact the National Interagency Fire Center at (208) 387-5050 or contact your local Geographic Area Predictive Services unit.

Note: Additional Geographic Area assessments may be available at the specific GACC websites. The GACC websites can also be accessed through the NICC webpage at: <http://www.nifc.gov/nicc/predictive/outlooks/outlooks.htm>

Design Review Board

Buildout Analysis 5.8.18						
Neighborhood	Total Allowed*	Actual **	Completed	Review	Construction	% Buildout**
Divide-minus 60						
Lodge	202	195	165	1	3	85%
Ranch	400	394	317		1	80%
Summit	248	241	101	2	3	42%
Totals (PUD 910)	850	830	583	3	7	70%

* 850 + 60 = 910 Total density allowed by the current PUD

** Includes lots that have been combine. Does not include properties under construction

Under Construction	
Divide	Status
220 Casteel	exterior materials
322 Granada Glen	Final inspection
465 Little Andorra	Final inspection

Ranch	Status
205 Elk Springs Tr	Final inspection

Summit	Status
96 Lady Belle Way	Final inspection
722 Granite Springs	Foundation

Territories	Status
19 Territories	Framing - ILC

Review Process	
Divide	Status
420 Little Andorra	Sketch 5.8.18

Ranch	Status

Summit	Status
84 Martingale	Pre-design 6.13.17
1596 Gore Trail	Technical

Territories	Status

DRB Agendas & Minutes

February 13, 2018

Design Review Board – Minutes
Tuesday, February 13, 2018
408 Carterville Road, Cordillera, Colorado

ATTENDANCE

Members Present David Staat – Acting Chair Board Member
Henry Reed - Board Member
Judy LaSpada - Board Member
Dennis Moran – Alt. Board Member

Members Absent Gene Shanahan - Chair
Lee Hegner – Board Member
Eric Jung – Alt. Board Member

Others present: Millie Aldrich - DRB Administrator
Paul Miller - DRB Architectural Consultant
Bill Wentworth – Public Safety, Healthy Forest Project Manager

CALL TO ORDER

8:43 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Declaration was noted for the record a quorum was present for the purpose of doing business of the Cordillera Design Review Board.

DISCLOSURE MATTERS – No conflicts of interest were noted.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from January 9, 2018 approved, moved by Reed second by LaSpada all in favor.

PUBLIC INPUT – No public input was noted.

DRB ACTION ITEM –

1. **Accessory Building clarification /Square footage Clarification** **8:50 a.m.**
- Divide 3.03.13 D. A structure less than 850 sq. ft.
 - Ranch 4.03.13 D. A structure less than 850 sq. ft.
 - Summit 5.02.01 C. Not to exceed a footprint of 500 sq. ft. and maximum 1,000 sq. ft. total
 - Territories 6.04.01 F. Not to exceed a footprint of 500 sq. ft. and maximum 1,000 sq. ft. total
 - County Land Use Definitions Accessory Building maximum 850 sq. ft., excluding garages. County Lands Use Definitions Garage total garage sq. ft. shall not exceed total habitable space located on the lot.

Present: Millie Aldrich, DRB Administrator

- Summit should have the same footprint / size as allowed in the Ranch and Divide. Territories is unique because they are allowed to have multiple building: single family residence, caretaker cottage, barn, garages, accessory buildings.
- Ranch 4.03.02 Maximum footprint of 15,000 sq. ft., Summit 5.02.01 A livable floor area per Ranch Guidelines. Cordillera PUD Parcel U Section 3.23.3i-c-2. Total footprint of all structures shall not exceed 10,000 sq. Ft.

Provide Additional Information

- Compare PUD parcels with maximum footprint and identify in a diagram to see conflict locations with the Design Guidelines.

Board will make a ruling at the next Board meeting, based on the additional information provided.

2. O'Connor Residence – 594 Winchester 11:15 a.m.

Owner request to move into Guest House with County TCO before main house TCO

Present: Magnus Nilsson, Kerstin Flashner - Ulf Built; Traci O'Connor - owner

- County will give TCO before main house because it is a separate structure, fire suppression must be installed
- Construction fencing separation between owner occupancy and construction must be in place at all times
- Ulf to provide updated construction schedule
- Increase DRB visits to jobsite to verify occupancy / construction separation and construction schedule

Board Supports owner to occupy guest house with County TCO.

STAFF APPROVALS - 1

Cumming Residence – 21 Pikes Way – 3rd garage bay addition - Final – DRB approved

SINGLE FAMILY CONSTRUCTION STARTS – 0

SINGLE FAMILY INSPECTIONS – 0

ADMINISTRATIVE UPDATES

- Active Construction Sites
- Build-out Analysis: 8 under construction / 3 review process
 - 166 Peregrine Dr will be removed next month from the review process, project has not been brought to the Board since March 2017

ADJOURNMENT

9:38 a.m.

There being no further information before the Cordillera Design Review Board, the meeting was adjourned.

March 13, 2018

Design Review Board - Minutes

Tuesday, 13 March 2018
408 Carterville Road, Cordillera, Colorado

ATTENDANCE

Members Present Gene Shanahan - Chair
 David Staat – Board Member
 Lee Hegner – Board Member
 Judy LaSpada - Board Member
 Dennis Moran – Alt. Board Member
Members Absent Henry Reed - Board Member
 Eric Jung – Alt. Board Member
Others present: Millie Aldrich - DRB Administrator
 Paul Miller - DRB Architectural Consultant
 Kirk Pliske – Public Safety Director

SITE VISIT – 420 Little Andorra **8:45 a.m.**

CALL TO ORDER **9:15 a.m.**

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Declaration was noted for the record a quorum was present for the purpose of doing business of the Cordillera Design Review Board.

DISCLOSURE MATTERS – No conflicts of interest were noted.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from February 13, 2018 approved, moved by Moran second by LaSpada all in favor.

PUBLIC INPUT – No public input was noted.

DRB ACTION ITEM –

3. Dolan Residence – 1596 Gore Trail **9:20 a.m.**

Review: Final

Present: Shepherd Resources: Adam Harrison / Daniel Dettwiler, Owner: Peter Dolan

Final – approved with conditions. (See memo located in page 3)

4. Jennings Residence – 420 Little Andorra **10:15 a.m.**

Review: Sketch

Present: Martin & Manley: John Martin, Mountain CAD Services: Rob Dale,
Owner/Contractor: Don Jennings

Sketch – denied. (See memo located in page 3)

STAFF APPROVALS - 1

O'Connor Residence – 594 Winchester – Solar Panels on the guest house - Final – DRB approved

SINGLE FAMILY CONSTRUCTION STARTS – 0

SINGLE FAMILY INSPECTIONS – 0

ADMINISTRATIVE UPDATES

- Accessory Building Clarification
 - Amend Design Guidelines to define accessory buildings noted in the Summit (5.02.01 C) and Territories (6.04.01 A) to be consistent with language as defined in the Ranch.
 - Summit / Territories: “No single accessory building can have a footprint in excess of 500 sq. ft., and the total area of all accessory buildings within any lot may not exceed 1000 sq. ft.”
 - Ranch: “An accessory structure or accessory use is defined by the Eagle County Land Use Regulations to mean: a structure less than 850 square feet and which does not contain habitable space or a use incidental and subordinate to the main use of the property and which is located on the same lot as the main use.
 - Amend Summit Section 5.02.01 C – See Ranch regulations regarding size and definition
 - Amend Territories Section 6.04.01 A - See Ranch regulations regarding size and definition
- Design Guidelines conflict with PUD
 - Remove sentences in 3.03.02 and 4.03.02 Building Size “Single family residences shall have a minimum foot print of 1,100 square feet and a maximum footprint of 15,000 square feet. Building footprint is calculated by the outside dimension of the building foundation, excluding porches, patios are other unroofed areas.”
 - Several areas in the PUD allow a maximum footprint of 10,000 square feet.
 - The Guidelines clarify minimum and maximum square footage requirements.

COMPLIANCE OFFICER UPDATES

- 465 Little Andorra – warning letter sent to the owner for the following failure to notify the DRB change in contractor and updating construction sign, failure to update construction schedule.
- 205 Elk Springs – owner has not provided changes to approved plans for approval.

ADJOURNMENT

12:25 p.m.

There being no further information before the Cordillera Design Review Board, the meeting was adjourned.

Design Review Board - Staff Memorandum

Date: 3/13/2018

Applicant: Dolan Residence
Location: 1596 Gore Trail / Lot 5, Block 1, Filing 34
Representative: Adam Harrison – Shepherd Resources
DRB Coordinator: Millie Aldrich
Review: Final

Project Overview

The Dolan Residence is a new residence located 1596 Gore Trail / Lot 5, Block 1, Filing 34. The site is 3.910 acres. The proposed residence is 5,950 square feet, per drawing set 3/13/18. The Dolan Residence is being reviewed for Sketch and is subject to the Summit Design Guidelines.

Board Comments:

Site Plan:

- Provide stamped topographic survey
- Sheets L-1, L-4, L-6, L-7 are missing.
- Include utility connections from road or transformer to house, this must be included with limits of disturbance.
- The additional berming above the drive to create screening form parking area is acceptable with DRB provided: the grading looks more natural than indicated on-site plan, Metro approval.
- Provide irrigation calculations for landscape and roofscape.
 - Identify landscape material on roofscape.
- Include existing trees to be removed on all sheets.
- Additional shrubs to create a blending of the existing vegetation from the site into the disturbed area as well as a transition from the mass of the house to the natural landscape.
 - Identify shrubs and location correlation to the plan.
- Provide address marker
- Reduce site disturbance on L3.1 an dL5 on south-east area of the site and along the drive.
- The area to the west of the garage seems to be a place where water will not be able to flow.
- If the trench drain and raised garden have an outlet, indicate on the plans.
- Show and dimension roof overhang outside the building envelope.
- Grading lines show driveway to be cupped, not crowned.
- Provide engineered septic design, coordinate with site plan.
 - Modify limits of disturbance and locations.
- Defensible space offset line must include the exterior stair on the south side.
- Metro District will provide an encroachment agreement for landscape, berm, address marker, driveway.

Architectural:

- Roof form: approximately 1/3 of the overall roof area is flat roof, no slope. This was presented at the first meeting to be a sod roof, whereas, it is currently shown as having a ballast topping finish with a green edge. Section 4.03.04-B With the

exception of small flat roof sections, the pitch of secondary roofs shall be at least 3:12.

- Drawings will reflect a sod roof.
- Indicate proposed and existing grades to verify building height calculation summary.
- Provide consistency with the expressed structure at the cantilevers and gable ends.

General Comments:

Approved with comments.

- Trapezoidal windows and flat sod roof require a DRB variance per Sketch Review 12.12.17

Design Review Board - Staff Memorandum

Date: 3/15/2018

Applicant: Residence
Location: 420 Little Andorra Rd / Lot 64, Filing 3
Representative: Don Jennings – Owner
John Martin – Architect, Rob Dale - Mountain CAD Services
Staff Contact: Millie Aldrich, Coordinator
Review: Sketch

Project Overview

The Jennings Residence is a new residence located at 420 Little Andorra Rd / Lot 64, Block 5, Filing 3. The site is 6.01 acres. The proposed residence is 4,497 square feet, per drawing set 2/27/18. The Jennings Residence is being reviewed today for Sketch approval and is subject to the Divide Design Guidelines.

Board Comments:

Landscape & Site Plan

- Provide topographic survey to include data south of the utility easement where improvements are proposed.
- Coordinate drawings: garage floor elevation is shown at 7813, thought contour 7814 is in front of the garage doors.
- Steepest section of driveway is graded at 12.5%, which exceeds the allowable driveway slope of 10%.
- Reduce site grading and limits of disturbance on the west and east side of the house, as shown on plan.
 - Instead of grading 40 ft from the driveway or 25 ft. from the house, it can be accomplished by establishing a swale 10-12ft from the foundation.
 - On the south, utility connections must be considered.
 - On the west side, the trampoline is proposed to be in a narrow flat spot, not large enough for the tramp. Trampoline must be inside the building envelope.
 - Grading below trampoline will not catch existing conditions. It's not clear why the proposed grading stops with contour 78010, but it reflects a site fill of 4ft over contour 7806 with no means to contain site disturbance.

- Drainage in front at entry walk needs further development, is there a bridge at the entry walk?
- Review drainage on back side out the house
 - Grade line runs into bump out stairwell.
- Proposed grading cannot exceed 2:1 slope.
- Proposed utility line locations, connections to home and associated disturbance has not been shown. Utility meter locations are not shown on-site plans. See 3.02.11B.
- Show dashed line indicating exterior wall locations.
- Provide floor elevation tags, spot elevations at points of egress.
- Indicate window wells.
- Provide engineer drawings for leach field
 - Current location appears to be small and in an unusual place, this could affect the site placement of the house drastically
- Existing spruce tree, east of the drive can be preserved by means of the proposed retaining walls either by moving them closer to the drive or extending the lower wall to limit site disturbance.
- It appears drainage along Little Andorra road flows on the North side of the street.
 - Provide culvert for drainage under driveway
- The drive shows no special consideration for the flow of the 40ft drainage and utility easement.
- The site plan shows a roof but not the foundation, doors, or windows for corresponding living spaces, making it difficult to see how proposed grading affects the house design.
- Proposed planting is sparse and does little to soften the impact of the house to the site by transition its mass to existing conditions. Plantings should frame views, screen views from off-site, soften the building mass, mitigate prevailing winds, provide shade to outside spaces in the summer and sun in the cooler months. This plan does little to accomplish these goals.
 - Landscape planting plan must significantly increase.
 - 10-14ft juniper trees are not readily available.
- Reflect wildfire mitigation measures.
 - Indicate 30 ft wildfire mitigation line
- Driveway lights placed on the uphill side away from snow storage
- Boulders along drive have a rhythmic placement; they should appear more naturally placed.
- Review utility easement depth with proposed driveway to make sure elevation of drive is not in conflict with elevation of utilities.
- Cut sheets on all proposed exterior light fixtures.
- Provide irrigation calculations: permanent and temporary.

Plan and Elevations

- Provide a building height calculation summary.
- There needs to be some hierarchy to the massing to the architecture.

- Currently very lineal and the garage and entry should have some push forward and pull back to break up the massing.
- Provide a consistent expression of divided light window patterns.
- Provide a consistent expression of timber beam detailing throughout.
- The pitch break at the north elevation should occur with respect to the building massing.
- The elevations do not reflect the proposed site grading on north and east side of home.

General:

List of adjoining property owners within 75’, provide return receipt of mailings.

Denied – Sketch

April 10, 2018

Design Review Board

April 10, 2018 DRB Agenda

Administrative Offices, 408 Carterville Road

Gene Shanahan – Chairperson Member	Dennis Moran – Alternate Board
David Staat – Board Member	Eric Jung -Alternate Board Member
Lee Hegner - Board Member Administrator	Millie Aldrich – DRB
Judy LaSpada - Board Member	Paul Miller - Architect Director
Henry Reed - Board Member	Scott Sones - Landscape Arch. Dir.

All times are approximate and subject to change

8:30 a.m. Leaving from Administrative office

Site Visits:

8:45 a.m. 420 Little Andorra – new construction

9:30 a.m. Call to order

Approval of March Minutes Review

Agenda - Project
overview

10:15 a.m. Jennings Residence – 420 Little Andorra – Sketch Review
Applicant: Don Jennings owner / Martin & Manley Architects

11:00 a.m. Lauterbach Residence – 205 Elk Springs Trail – Changes to
Approved plans Applicant: Michael Lauterbach owner

11:30 a.m. Smith Residence – 1187 Gore Trail - Addition work shop /
Accessory Building Applicant: Pure Design Studio – Millie
Aldrich

Staff Approvals – 11

- Miller Residence – 250 Redtail Ridge – new roof - Final – DRB approved
- Cumming Residence – 21 Pikes Way – Garage addition - Technical – DRB approved
- Clampitt Residence – 58 Fairway Ln – new roof - Final – DRB / HOA approved
- Meyers Residence – 50 Bermuda Dr – exhaust vent - Final – DRB / HOA approved
- Wegmiller Residence – 49 Penncross Ln – new roof - Final – DRB / HOA approved
- Dolan Residence – 1596 Gore Trail – variance - Final – DRB approved
- Graham Residence – 38 Elkwoods – new roof - Final – DRB approved
- Hanson Residence – 25 Stag Gulch – new roof - Final – DRB approved
- Hatcher Residence – 109 Saddle Ridge Loop – sculpture - Final – DRB / HOA approved
- Downs Residence – 21 Stag Gulch – new roof - Final – DRB approved
- Smelter Residence – 56 Fairway Ln – new window / railing color - Final – DRB / HOA approved

Single Family Construction Starts – 0

Single Family Final Inspection – 0

Staff Updates

- Accessory Building clarification
- Active Construction Sites / Build-out Analysis Construction Schedule

Compliance Officer Updates

- 465 Little Andorra – Warning letter 3.8.18 update

Other Business

12:45 p.m. Adjourn

Design Review Board - Minutes

Tuesday, 10 April 2018

408 Cartersville Road, Cordillera, Colorado

ATTENDANCE

- | | |
|-----------------|--|
| Members Present | Gene Shanahan - Chair |
| | Lee Hegner – Board Member |
| | Henry Reed - Board Member |
| | Dennis Moran – Alt. Board Member |
| | Eric Jung – Alt. Board Member |
| Members Absent | David Staat – Board Member |
| | Judy LaSpada - Board Member |
| Others present: | Millie Aldrich - DRB Administrator |
| | Paul Miller - DRB Architectural Consultant |

Kirk Pliske – Public Safety Director
Ed Shriner – COPA president

SITE VISIT – 420 Little Andorra
8:45 a.m.

CALL TO ORDER

9:20 a.m.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATION

Declaration was noted for the record a quorum was present for the purpose of doing business of the Cordillera Design Review Board.

DISCLOSURE MATTERS – No conflicts of interest were noted.

APPROVAL OF AGENDA –DRB unanimously approved the agenda.

APPROVAL OF MINUTES – Minutes from March 13, 2018 approved, moved by Hegner second by Moran all in favor.

PUBLIC INPUT –

1. Ed Shiner with CPOA provide some concerns with minimum DRB fees being too high
 - Concerns appeared to be around enclave communities
 - If enclave HOA wanted to submit an application for their community, there could be a reduced DRB fee similar to new home colors for the community.
 - This would be the HOA responsibility to review the individual applications if the DRB approved a one-time approval for the community.
2. Ed Shiner with CPOA provide update on how the CPOA is in the processing of leaning properties who are delinquent on CPOA dues and get them in to compliance.

DRB ACTION ITEM –

5. **Jennings Residence – 420 Little Andorra**

10:30 a.m.

Review: Sketch

Present: Martin & Manley: John Martin, Mountain CAD Services: Rob Dale,
Owner/Contractor: Don Jennings

Sketch – tabled. (See memo located in page 3)

6. **205 Elk Springs**

11:20 a.m.

Compliance: revisions to approved plans without approval

Present: Mike Lauterbach

- Increase entry stairs width, maximum height of 4 feet.
- Provide details, cross section of grade stone steps, entry stair and railing

- Provide landscape plan 16-18 existing trees have been removed due to weather, site conditions or health of the tree. Additional trees required, provide revised landscape plan.
- Provide coordinated: floor plans main level and lower level (include square footage), entry elevations, site plan, landscape plan. Clearly identify what changes have been made with a revision cloud noted on the plans.
- Provide a list of all revisions requesting for DRB review including addition square footage.
- Board to decide additional fee for modifications once they know what modification are being requested.

STAFF APPROVALS - 11

Miller Residence – 250 Redtail Ridge – new roof - Final – DRB approved
 Cumming Residence – 21 Pikes Way – Garage addition - Technical – DRB approved
 Clampitt Residence – 58 Fairway Ln – new roof - Final – DRB / HOA approved
 Meyers Residence – 50 Bermuda Dr – exhaust vent - Final – DRB / HOA approved
 Wegmiller Residence – 49 Penncross Ln – new roof - Final – DRB / HOA approved
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 Graham Residence – 38 Elkwoods – new roof - Final – DRB approved
 Hanson Residence – 25 Stag Gulch – new roof - Final – DRB approved
 Hatcher Residence – 109 Saddle Ridge Loop – sculpture - Final – DRB / HOA approved
 Downs Residence – 21 Stag Gulch – new roof - Final – DRB approved
 Smelter Residence – 56 Fairway Ln – new window / railing color - Final – DRB / HOA approved

SINGLE FAMILY CONSTRUCTION STARTS – 0

SINGLE FAMILY INSPECTIONS – 0

ADMINISTRATIVE UPDATES

COMPLIANCE OFFICER UPDATES

- 465 Little Andorra – warning letter sent to the owner for the following failure to notify the DRB change in contractor and updating construction sign, failure to update construction schedule.
 - Fine letter to be sent
- 220 Casteel – currently has not paid CPOA Dues, work continues but slow. Project will be monitored on exterior stone, patio and landscape to be completed.

ADJOURNMENT

12:10 p.m.

There being no further information before the Cordillera Design Review Board, the meeting was adjourned.

Design Review Board - Staff Memorandum

Date: 4/10/2018

Applicant: Jennings Residence
Location: 420 Little Andorra Rd / Lot 64, Filing 3
Representative: Don Jennings – Owner
John Martin – Architect, Rob Dale - Mountain CAD Services
Staff Contact: Millie Aldrich, Coordinator
Review: Sketch

Project Overview

The Jennings Residence is a new residence located at 420 Little Andorra Rd / Lot 64, Block 5, Filing 3. The site is 6.01 acres. The proposed residence is 4,570.7 square feet, per drawing set 3/30/18. The Jennings Residence is being reviewed today for Sketch approval and is subject to the Divide Design Guidelines.

Board Comments:

House is located very close to road and the septic is located at the highest point on the site behind the house. Board suggest the applicant flip the house and septic location. This would increase the driveway but the tradeoff of moving the house away from the road and simplifying the septic gravity flow is worth considering for the home value.

Landscape & Site Plan

- Provide topographic survey to include data south of the utility easement where improvements are proposed.
- Sheet A1.1 Enlarged Site Plan:
- Sheets: A1.1 & A1.2 would be easier to read the design intent for the areas around the house if the roof were simply dashed in and no hatching were shown. Difficult to see if the proposed grades and plantings work with the doors and windows of the corresponding floors of the house.
- Verify the 18” driveway corrugated culvert has been engineered for size and material.
- Extend driveway culvert to allow for landscaping on either side of the drive.
- Generally, spot elevations are needed for all areas of proposed site improvements. For example:
 - Road spot elevation at the center of the drive?
 - Spot elevations at top and bottom of drive, and slope change points along the way
 - Invert elevations at both ends of the culvert?
 - Elevation at the bottom of the steps to the front door?
 - Provide floor elevation tags or spot elevations at points of egress
 - Elevation at the base of the tall retaining wall at the fire place patio?
- Discrepancy between the extent of the lower retaining wall at the head of the drive on sheet A1.2 and A1.2
- Review 2 ft stamped concrete boarder
 - Drainage swale off of the drive as opposed to introducing drainage water on the drive surface.

- Provide silt fencing at the downhill side of limits of construction disturbance fencing.
- Hot Tub: provide additional information slab height, retaining wall, materials, etc.
- Stone walk from the lower rec. room to the fire place patio doesn't reflect the grade changes: there will invariable be steps along the back side of the hot tub. Provide details and spot elevations.
- Has an engineer reviewed the site plan accommodate the seasonal or event surface drainage within the 40' drainage easement? The proposed plan increases the area which will drain into that easement. Will the Indian Rice grass hold u to those surges?
- Review the driveway concrete pan
- Address Marker identify: height, material, lighting, identification
- Address Marker appears to be located in the culvert
 - Coordinate site plan and landscape plan
- There must be a transition from the house to the natural landscape
 - Planting shown calls for an uninterrupted manicured landscape from the front of the house to Little Andorra Road on both sides of the drive. A break in the lawn and perennial planting must show the natural vegetation between the house and the head of the drive. This includes the bench between the two retaining walls.
- The computer-generated 3D models on the cover page do not reflect the plantings as shown on A1.2 However, the bottom images showing the home from the back clearly depict how the house needs softening with plantings.
- Identify the ground treatment below the elevated steps to the front door
 - The entry stairs should be grounded
- Boulders and planting are laid out in a regular solder pattern around the drive and house. This needs to be less regular and more natural arrangement.
- Show native shrubs in the leach field area of disturbance as well as grasses.
 - Include overall landscape plan to show all plantings
- Western Redbud (*Ceris Occidentalis*) is hardy to zones 7-9, will not be happy in this area and should be regarded as annual.
- Landscape planting plan is minimal and should be significantly increased
 - 10ft – 14ft minimum size evergreen
 - Quantities to not add up on evergreen legend
 - 3" cal. In the minimum size aspen

Plan and Elevations

- Provide a building height calculation summary.
 - Most ridge heights are shown on roof plan (except ridge above garage) and appear to be under the 35ft limitation.
- Complete the stone base of the primary mass to the right of the entry
- Elevations do not reflect the proposed site grading on the east side of the home.
- Provide a consistent expression of timber beam detailing throughout.
- Provide a consistent expression of divided light window patterns.

- Add window east side of entry
- No exposed concrete allowed on exterior
- Provided snow guards, gutters, downspouts on roof plan
- Additional information: Meter enclosure, fire place chimney cap, garage doors
- Larger windows at lower level

General:

For the project to keep moving forward the applicator can submit a driveway site study to the DRB coordinator for review before the next meeting submittal.

Tabled – Sketch

May 8, 2018

Design Review Board
May 8, 2018 DRB Agenda
Administrative Offices, 408 Carterville Road

Gene Shanahan – Chairperson	Dennis Moran – Alternate Board Member
David Staat – Board Member	Eric Jung -Alternate Board Member
Lee Hegner - Board Member	Millie Aldrich – DRB Administrator
Judy LaSpada - Board Member	Paul Miller - Architect Director
Henry Reed - Board Member	Scott Sones - Landscape Arch. Dir.

All times are approximate and subject to change

8:30 a.m. Leaving from Administrative office

Site Visits:

8:45 a.m. 92 Sunquist Road – new construction

9:30 a.m. Call to order
Approval of April Minutes
Review Agenda - Project overview

10:15 a.m. Jennings Residence – 420 Little Andorra – Sketch
Review Applicant: Don Jennings owner / Martin & Manley Architects

11:00 a.m. Powell Residence – 92 Sunquist Rd – Pre-design
Review Applicant: Brian Wray – Mountain Log Homes

11:45 a.m. Jung Residence – 1510 Red Draw – Private Property Sign clarification / update Applicant: Eric Jung

Staff Approvals – 2

Mitchell Residence – 388 Forest Trail – new roof - Final –
DRB approved Dolan Residence – 1596 Gore Trail – Technical Review – DRB approved

Single Family Construction Starts – 0

Single Family Final Inspection – 0

Staff Updates

Active Construction Sites / Build-out
Analysis Construction Schedule

Compliance Officer Updates

322 Granada Glen – changes to

approved plans Other Business

12:45 p.m. Adjourn